

## **Avon Volunteer Fire Department**

### **Job Description**

**Job Title:** Health and Fitness Coordinator

**Division:** Operations

**Reports To:** Assistant Chief for Training, Medical Officer

**Approved Date:**

**Reviewed Date:**

**Revised:**

Reports to: Assistant Chief for Training, Medical Officer

### **CONDITIONS**

- The Health and Fitness Coordinator (HFC) serves as the administrator of the department fitness program, will oversee the day-to-day operations of the fitness program, and make sure that the program does not wither or become neglected.
- The HFC is appointed by the Fire Chief, and supervised by the Medical Officer, and serves an unspecified term, reviewed yearly.
- This position does not carry rank, and may be awarded bonus points at the level specified in Section 3.9 - Point Reimbursement.
- This position is administrative in nature and carries no line authority.

### **QUALIFICATIONS**

- Shall be a member in good standing.
- HFC shall have specific academic course work relevant to the program components as well as formal certification from a professional organization.
- Completion of Fire Service Instructor training is desirable but not mandatory.

### **General Description of Responsibilities:**

- Maintain records relative to periodic health and fitness assessments.
- Provide oversight of implementation of the AVFD Wellness and Fitness Initiative.
- Implement a Periodic Physical Monitoring and Fitness Assessment Program.
- Oversee maintenance of department fitness equipment.
- Coordinate member use of Town fitness facilities (police gym).
- Interface with private fitness providers and facilities for member programs.