

Washington State University - University Recreation

Fitness Instructor Training (FIT)

SPRING 2020 Syllabus

University Recreation Staff:

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Course Description: This training is required to work for University Recreation (UREC) and prepares prospective instructors for taking the ACE or AFAA group fitness instructor certification exam. This course is the first step to becoming a UREC Group Fitness Instructor (GFI) and will focus on basic knowledge and teaching. Attendance is required throughout the **seven** weeks of lecture and practical experience, along with regular participation in one fitness class. After these seven weeks, students will complete additional weeks of shadowing and apprenticeship. Students must complete a successful audition before employment at UREC.

Course Format: FIT is scheduled on **Wednesdays, 2:15-5:15 p.m.** for the first **seven** weeks. We will alternate between lecture-based (in SRC Classroom 144) and hands-on practical experience sessions (in SRC Room 245). A full course calendar can be found on the next page.

General Course Requirements & Expectations: We will provide a manual and workbook, which we expect students to bring to class. We also expect students to come prepared.

Class attendance is **required**; we will take attendance in every class. Make up for missed classes, assignments, and quizzes is allowed for documented family/medical emergency or pre-approved travel, provided that students notify us at least 24 hours in advance. Missed assignments and quizzes without prior approval will not be rescheduled and therefore will receive no credit.

We ask that students arrive on time and remain in class for the entire session. If students need to leave early, we expect students to notify us at least 24 hours in advance. Being tardy persistently or leaving early is equivalent to an absence and the student will receive no credit for that day.

Student Evaluation: This class is Pass/Fail. Students must receive a Pass (80%) during the initial **seven** weeks before continuing to the shadowing and apprenticeship portion. There are 1000 total points:

- Attendance = 300 points (25 points per day x 12)
- Assignments = 500 points
 - Journals = 150 points (30 points per entry x 5)
 - Instructor Observation = 150 points (50 points each x 3)
 - Scope of Practice = 25 points
 - FITT and ACSM Guidelines Application = 75 points
 - Muscles, Movement, and Cueing worksheet = 50 points
 - Assigned Format Reflection = 50 points
- Quiz (undisclosed date) = 20 points
- Lecture Final Exam = 100 points
- Practical Experience Final = 80 points

Grading Distribution:

PASS: 800-1000 points (80-100%)

Fail: 0-799 points (0-79%)



Fitness Instructor Training (FIT) Course Calendar

*Please note that details and topics may be subject to change.

<p>WEEK 1</p> <p>January 22, 2020</p> <p><u>Introduction to Group Fitness at UREC</u></p> <ul style="list-style-type: none"> • Departmental Values • Instructor Roles and Expectations • Scope of Practice • Wellbeing • Auditions and Skills Audit <p><u>Cueing Basics</u></p> <ul style="list-style-type: none"> • Spatial use • Mirroring • Verbal and Non-verbal Communication • Inclusive Language Foundations 	<p><u>2:15-3:00 p.m., SRC 144</u></p> <ul style="list-style-type: none"> • Welcome and Introductions • Syllabus, FIT Process, and Timeline Overview • Lecture, Part 1 <p><u>3:00-4:00 p.m., SRC 245</u></p> <ul style="list-style-type: none"> • Mirroring practice • Cueing drills <p><u>4:00-5:15 p.m., SRC 144</u></p> <ul style="list-style-type: none"> • Lecture, Part 2 <p>After class:</p> <ul style="list-style-type: none"> <input type="radio"/> Submit Student Bio, Portrait (that best represents personality), and Spring 2020 availability <input type="radio"/> Read Manual, p. 1-3
<p>WEEK 2</p> <p>January 29, 2020</p> <p><u>Exercise Physiology & Practical Anatomy for the GFI</u></p> <ul style="list-style-type: none"> • Basic Physiology • Anatomical Terms and Muscles • Movement and Training Principles • Fitness Components • Workout Phases • Alignment <p><i>*Start observing and participating in shadow class this week!</i></p>	<p><u>2:15-3:45 p.m., SRC 144</u></p> <ul style="list-style-type: none"> • Week 1 Review • Lecture <p><u>3:45-5:15 p.m., SRC 245</u></p> <ul style="list-style-type: none"> • Cueing Practice • 30-minute workout <p>Due today:</p> <ul style="list-style-type: none"> <input type="radio"/> Journal 1 <input type="radio"/> Scope of Practice Worksheet <p>After class:</p> <ul style="list-style-type: none"> <input type="radio"/> Read Manual, p. 4-25
<p>WEEK 3</p> <p>February 5, 2020</p> <p><u>Group Fitness Building Blocks</u></p> <ul style="list-style-type: none"> • Musicality and Timing • Cueing Types • Verbal and Non-verbal Cueing Tools • Inclusive Leadership and Strategies • Intensity • Risk Management • Safety, Injury Prevention, and Contraindications 	<p><u>2:15-3:45 p.m., SRC 144</u></p> <ul style="list-style-type: none"> • Week 2 Review • Lecture <p><u>3:45-5:15 p.m., SRC 245</u></p> <ul style="list-style-type: none"> • Cueing Practice • 30-minute workout <p>Due today:</p> <ul style="list-style-type: none"> <input type="radio"/> Journal 2 <p>After class:</p> <ul style="list-style-type: none"> <input type="radio"/> Read Manual, p. 26-34

<p>WEEK 4</p> <p>February 12, 2020</p> <p><u>Class Planning and Programming</u></p> <ul style="list-style-type: none"> • Motivation and Adherence • Exercise Barriers • Exercise Considerations • Coaching Levels and Connection • Class Structure, Design, and Scripting • Floor Coaching 	<p><u>2:15-3:45 p.m., SRC 144</u></p> <ul style="list-style-type: none"> • Week 3 Review • Lecture • Audition Workout Worksheet Overview <p><u>3:45-5:15 p.m., SRC 245</u></p> <ul style="list-style-type: none"> • Collective Team Workout # 1 • Communication, Feedback, and Debrief <p>Due today:</p> <p><input type="radio"/> Journal 3</p> <p><input type="radio"/> Familiar Format Observation</p>
<p>WEEK 5</p> <p>February 19, 2020</p> <p><u>Course Content Review</u></p> <ul style="list-style-type: none"> • Weeks 1-4 <p><i>*Topic overflow, as needed</i></p>	<p><u>2:15-4:15 p.m., SRC 144</u></p> <ul style="list-style-type: none"> • Week 4 Review • Lecture Final Review <p><u>4:15-5:15 p.m., SRC 245</u></p> <ul style="list-style-type: none"> • Collective Team Workout # 2 <p>Due today:</p> <p><input type="radio"/> Journal 4</p> <p><input type="radio"/> Unfamiliar Format Observation</p>
<p>WEEK 6</p> <p>February 26, 2020</p> <p><u>Lecture Wrap-Up: Final</u></p>	<p><u>2:15-4:00 p.m., SRC 144</u></p> <ul style="list-style-type: none"> • Lecture Final Exam <p><u>4:00-5:15 p.m., SRC 245</u></p> <ul style="list-style-type: none"> • Practical Experience Final Practice • 30-minute workout <p>Due today:</p> <p><input type="radio"/> Journal 5</p> <p><input type="radio"/> FITT and ACSM Guidelines Application</p> <p><input type="radio"/> BODYPUMP Format Observation</p>
<p>WEEK 7</p> <p>March 4, 2020</p> <p><u>Course Wrap-Up</u></p> <p><i>*Reminder to</i></p> <ul style="list-style-type: none"> <input type="radio"/> <i>Discuss Apprenticeship with Mentor</i> <input type="radio"/> <i>Review Timeline, Checklist, and other related materials</i> 	<p><u>2:15-2:45 p.m., SRC 144</u></p> <ul style="list-style-type: none"> • Week 5-6 Review <p><u>2:45-3:45 p.m., SRC 245</u></p> <ul style="list-style-type: none"> • Practical Experience Final <p><u>3:45-5:15 p.m., SRC 144</u></p> <ul style="list-style-type: none"> • FIT Experience Reflection Discussion <p>Due today:</p> <p><input type="radio"/> Movement, Muscles, and Cueing</p> <p><input type="radio"/> Assigned Format Reflection</p>

<p>WEEKS 8-15</p> <p><u>Shadowing and Apprenticeship</u></p> <p>Students will shadow a well-established instructor in the format they would be teaching.</p> <p><i>*It is the student’s responsibility to work with their mentor on their apprenticeship progress and audition preparation. Students should facilitate communication with mentors and manage their time during this stage.</i></p> <p><i>*There are no UREC fitness classes during Spring Break (March 15-21) so plan accordingly.</i></p>	<p style="text-align: center;">January 27-May 8, 2020</p> <p style="text-align: center;">Step 1. Shadow and participate in class (January 27) Step 2. Begin teaching alongside instructor (March 9) Step 3. Lead some sections of class (March 30)</p> <ul style="list-style-type: none"> • Practice, practice, practice!!! • Attend in-house training for apprenticeship format • Schedule an audition <ul style="list-style-type: none"> ✓ <u>At least one full week in advance</u> ✓ In the apprenticeship format ✓ By the last week of Session 2 (April 27-May 3) Sweat the Stress Week (May 4-8) <ul style="list-style-type: none"> ○ Sweat the Stress Week (May 4-8) at the latest ○ May audition earlier based on their performance in the course, feedback from their mentor, and the discretion of the course instructors. • Use Audition Workout Worksheets to help structure your audition • Be prepared to have necessary documents for payroll ready with you physically in person (details below) by Sweat the Stress Week (May 4-8)
<p><u>AFTER FIT</u> Upon completion of a successful audition...</p>	<p>Students will need to:</p> <ul style="list-style-type: none"> • Complete payroll procedures and background check <ul style="list-style-type: none"> ○ To get on payroll, prospective employees must bring: <ul style="list-style-type: none"> ✓ Valid, non-expired US Passport (must be original, not copied), <i>OR</i> ✓ A state-issued driver’s license/ID, WSU ID card, or military ID/Dependent ID Card <i>AND</i> their birth certificate or social security card ✓ Acceptable Documents: https://www.uscis.gov/i-9-central/acceptable-documents/acceptable-documents • Attend a UREC CPR & First Aid class (usually 10am-6pm, Dates TBD) • Complete UREC New Employee Orientation (Dates TBD) • Attend All Staff Training for Fall 2020 (August 19-20, 2020) • Attend a New GFI Onboarding Session (Dates TBD)
<p><u>AFTER FIT</u> If unsuccessful with their audition...</p>	<p>They will need to:</p> <ul style="list-style-type: none"> • Reflect on performance • Practice more • Reschedule audition at a later date