



## **Job Description for the Bone Builder's Volunteer Trainer**

### **General Summary of Job:**

The RSVP/Volunteer Center volunteer will deliver the Bone Builder's Program, at no cost, to women (and men at risk) throughout the two-county area of Rutland and Addison. The program consists of twice weekly classes in weight and balance training along with educational and informational discussions of nutritional and other methods to further help prevention and reversal of the disease.

### **Specific Duties and Responsibilities:**

The volunteer will be required to complete the one day training conducted by a certified Bone Builder's trainer.

The volunteer will be encouraged to attend periodic trainers meetings where manual updates will occur and retraining, sharing of best practices, and speakers may be offered.

The volunteer will conduct two one hour classes per week, often with another co-instructor(s).

The classes shall be conducted according to the principles and practices outlined in the Bone Builder's manual.

The volunteer will orient new participants and make sure that they have completed the appropriate forms and have received the necessary permission from their physician/s.

The volunteer will be responsible for maintaining the site as to properly storing the weights and cleaning up as needed.

The volunteer will be responsible for maintaining the general paperwork for each class.

The volunteer will keep participants informed about cancellations, or changes in the class schedule.

The volunteer will keep RSVP/VC informed as to class changes.

The volunteer will assist in distributing surveys to participants that will aid in evaluating the effectiveness of the Bone Builder's program.

### **Qualifications:**

The volunteer must be willing to commit to at least six months of service.

The volunteer should enjoy working in a group leadership role.

The volunteer should be committed to the goals of the Bone Builder's program.

I have read the above Job description \_\_\_\_\_  
Signature of volunteer Date