

## Health, Wellness and Recreation

### PROGRAM OBJECTIVES

This program is designed to prepare graduates to plan, market, and deliver safe and effective fitness, wellness and healthy lifestyle programs. Our goal is to have students develop current, practical knowledge and skills in such areas as the development, implementation and evaluation of fitness and wellness programs, health promotion, lifestyle management, fitness assessments, leadership, safety and injury management.

The Health, Wellness and Recreation program helps students prepare for the Certified Personal Trainer exam through the American College of Sports Medicine (ACSM).

*Note: As part of student education on the physical training required of an employee in this field, students are expected to participate in physical activities throughout select courses of this program.*

### CAREER OPPORTUNITIES

Graduates can expect to find employment opportunities in the retail fitness and sport industry, fitness and health clubs, corporate fitness, wellness and recreation programs, and public and private fitness programs. Graduates may also find opportunities with community institutions for special populations, hospital and rehabilitation settings, health promotion agencies, municipal recreation, leisure services and in the tourism industry.

### PREREQUISITES

- Grade 12 or equivalent or mature student status
- Each student is required to have proper gym footwear and clothing

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### GRADUATION REQUIREMENTS

A student must obtain an overall grade, in each module of at least 70% in order to graduate and receive a diploma. A student must complete all requirements of Student Success Strategies as well as the Field Placement requirements.

### PROGRAM OVERVIEW

Course	Hours
Student Success Strategies	20
Software Lab: Computer Fundamentals	40
Software Lab: Word Processing	40
Software Lab: Spreadsheets	40
Bookkeeping Fundamentals	40
Writing for Comprehension	40
Anatomy and Physiology	80
Exercise Physiology	80
Nutrition and Wellness	80
Community and Civic Life	40
Leisure Program Design and Management	80
Group Exercise	60
Sport Injury	20
Fitness Assessment and Program Design	80
Introduction to Biomechanics and Applied Kinesiology	80
Personal Training and Programming	80
The Business of Personal Training	40
Advanced Exercise Techniques	80
Career Planning and Preparation Level I	20
Career Planning and Preparation Level II	20
Field Placement	8 Weeks
<b>TOTAL WEEKS</b>	<b>61</b>

## COURSE DESCRIPTIONS

### **Student Success Strategies**

In this orientation module, emphasis is placed on thinking about achieving success from Day One. This module stresses the importance of developing non-technical skills to enhance personal, academic, and career success. This includes understanding learning styles and honing practical study skills, such as memory, reading, note-and test-taking techniques. Personal exercises will focus on teamwork, decision making and problem solving skills, setting SMART goals and maintaining a positive attitude; techniques for managing change, stress and conflict will also be explored.

### **Software Lab: Computer Fundamentals**

Through a combination of theory and hands-on-practice, this module examines the role and use of the computer in today's workplace. Emphasis is placed on those computers outfitted with the Microsoft Windows operating system. Students will review basic computer concepts, Windows OS usage, and complete hands-on training exercises in business-standard software applications, including Internet Explorer, Microsoft Outlook, and Microsoft Word. Keyboarding skills are also honed via daily keyboarding exercises and drills.

### **Software Lab: Word Processing**

This software lab module consists of online training and assessment in Microsoft Word, and builds on the skills introduced in Computer Fundamentals. Students learn a comprehensive set of skills ranging from basic to advanced, with coverage including formatting text for layout and appearance, formatting document sections, using styles, working with header/footer content, inserting and formatting tables, graphics and pictures, working with templates and mailing tools.

### **Software Lab: Spreadsheets**

This software lab module consists of online training and assessment in Microsoft Excel. Students learn a comprehensive set of skills ranging from introductory to advanced, with coverage including creating, formatting and printing worksheets, creating simple and advanced formulas, using mathematical, logical, statistical and financial functions, creating and modifying charts and pivot tables, and using data tools.

### **Bookkeeping Fundamentals**

This module introduces fundamental bookkeeping principles and practices for small businesses. Students will study the accounting equation, account categories, the debit and credit system of bookkeeping, and correcting entries. Regular business transactions and adjusting journal entries are recorded, and the trial balance and basic financial statements are prepared.

### **Writing for Comprehension**

Through lectures, textbook exercises, and classroom labs, this module teaches students the skills and knowledge necessary to apply basic business writing skills when creating various memos; routine letters; good news letters; persuasive and bad news letters; presentations; and meeting agendas.

### **Anatomy and Physiology**

Students will be introduced to the major aspects of the structure and function of the human body, with emphasis placed on the components that form the basis of the field of exercise physiology. Students will learn anatomical terminology and the structure and function of the skeletal, muscular, cardiovascular, and nervous and digestive systems.

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### **Exercise Physiology**

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This module presents an exploration of physiological responses and adaptations to the demands of exercise and sport. Areas explored include muscular and neurological control of movement, neuromuscular adaptations to resistance training, metabolism and basic energy systems, hormonal regulation of exercise, metabolic adaptations to exercise, cardiovascular control during exercise, respiratory regulation during exercise, cardiorespiratory adaptations to exercise, environmental influences, and age and sex considerations in exercise.

### **Nutrition and Wellness**

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Students will learn to understand and demonstrate the role of proper nutrition in attaining and maintaining healthy lifestyles. Subjects include weight management, nutrition for sport, vegetarian nutrition, counseling and behaviour modification and accessing and evaluating nutrition information and resources.

### **Community and Civic Life**

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Students will study the major issues related to communities and their involvement in recreation and leisure programs. The focus will be on the application of the material as it would be required by leisure service professionals in real world situations. Topics included are what is community, culture and diversity in communities, offering services to communities and a community development model.

### **Leisure Program Design and Management**

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Students will learn the major issues related to designing and managing recreation and leisure programs. The focus will be on topics that will directly help leisure service professionals, including leisure in today's society, programming concepts and development, identifying and assessing program needs, program evaluation and quality assurance, leadership and the proper role of the service provider.

### **Group Exercise**

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Students will learn all aspects of delivering group exercise set to music, from designing a class to motivating participants. Students will also learn how to design and facilitate effective group exercise programs, both on land and in an aquatic environment. Key concepts include the components of a fitness class, the components and use of music, tools that motivate, educate, and communicate, communications skills, group exercise classes for a variety of environments, the role of group exercise instructor, as well as specific group-orientated moves and movement patterns.

### **Sport Injury**

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Students will study common injuries experienced by both fitness enthusiasts and the general population, discuss injury prevention and management strategies, and review avenues for rehabilitation.

### **Fitness Assessment and Program Design**

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Identification, familiarization and planning of fitness testing procedures and protocols, including program design for clients with a variety of goals and abilities: preliminary health screening and risk classification, principles of assessment, prescription, and exercise program adherence, assessing cardiorespiratory fitness, designing cardiorespiratory exercise programs, assessing strength and muscular endurance, designing resistance training programs, assessing body composition, designing weight management and body composition programs, assessing flexibility, designing stretching programs, as well as assessing and managing stress.

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### **Introduction to Biomechanics and Applied Kinesiology**

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Students will obtain a basic understanding of human movement and biomechanics, including the physical laws affecting motion, human motion terminology and the human gait, issues of balance and alignment, posture and muscle imbalance, muscles and movements of the pelvis and lower extremities, upper body muscles, muscles acting at the hip and at the knee/ankle. The concepts of applied kinesiology are also discussed.

### **Personal Training and Programming**

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In this module the focus is on further developing the student's assessment, counselling, personal training and programming skills. Subjects include leadership, the business of personal training and the five essential aspects of fitness. The module features practical application and case studies.

### **The Business of Personal Training**

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This module provides an overview of the business of personal training. It includes scope of practice issues, legalities and liabilities along with strategies for sizing up the competition, marketing, pricing and selling. This module also includes Standard First Aid and CPR Certification.

### **Advanced Exercise Techniques**

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This module provides an in-depth look at exercise techniques with emphasis on resistance training, core stability and balance. Issues discussed include resistance training misinformation and myths, exercise analysis, understanding the trunk and trunk exercises and upper and lower body exercises. Additional topics include exploring the controversy around resistance training, resistance training guidelines, developing a model for resistance training program design and high intensity strength training techniques.

### **Career Planning and Preparation Level I**

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This module introduces tools for planning and preparing for a successful job search, so that students can maintain a career-focused approach throughout their education program. Students will learn about the "Hidden" Job Market and ways to access it in their upcoming job search, how to research opportunities and network for industry contacts, and use appropriate etiquette when communicating with prospective employers. Students will identify their personal skills, values and preferences for the workplace, begin preparation of a professional resume and references, and organize proof documents for their career portfolio. Class discussions on various self-management topics introduced in Student Success Strategies will round out this module, which is a pre-requisite for Career Planning and Preparation - Level II.

### **Career Planning and Preparation Level II**

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This module continues to build on the concepts and skills introduced in Career Planning and Preparation - Level I. Students will learn how to conduct an effective job search and identify various methods of applying for work with today's technology. Students will create a personal list of "Top Employers" and target current industry opportunities, while finalizing their professional resume, portfolio and career correspondence. Students will learn to identify the different types and forms of interviews, practice responding to typical questions, and practice follow-up, evaluation and negotiation techniques they can use to ensure success. Self-management topics from Career Planning and Preparation - Level I will be reviewed, with a focus towards on-the-job success in both learner placements and post-graduate employment.

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