
UTC Campus Recreation

FITNESS

Fitness Floor Attendant Position

5-20 hours/week • \$7.50

DUTIES AND RESPONSIBILITIES

- Perform all required shift duties, opening and/or closing duties with accuracy and efficiency
- Assist patrons with problems, questions, and concerns
- Be knowledgeable about all Campus Recreation programs and be able to answer questions and direct patrons to correct location
- Continuously walk/scan the fitness floor during shift
- Assist group fitness instructors, personal trainers or academic faculty with during their classes/sessions
- Check-in of group fitness classes
- Ensure the safety of all patrons in the ARC
- Respond to life threatening emergencies
- General upkeep and cleaning of fitness equipment
- Consistently enforce all fitness floor policies, rules, and regulations
- Communicate with facilities staff during incidents, events
- Report any unsafe conditions requiring maintenance or attention to Fitness Coordinator
- Maintain fitness floor, storage, and office areas
- Attend all staff meetings and in-service training sessions
- Work with SBS to fill out accident report forms and other incident documentation
- Assist with fitness projects/events
- Perform other duties as assigned

EXPECTATIONS

- Provide outstanding customer service
- Ability to manage with difficult situations well
- Ability to handle merchandise and equipment in a trustworthy manner
- Ability to work independently without direct supervision
- Ability to be a leader
- Ability to work with diverse populations
- Provide a safe environment for all patrons and employees

TYPICAL WORKING HOURS

This position requires 5-20 hours/week. All Fitness Floor Attendants are expected to work a minimum of 5 hours each week.

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WORKING CONDITIONS

- Location of work – gym environment
- Type of work – position requires desk/computer, assisting students, teaching classes and/or trainings, tabling.
- The ability to lift 45lbs is required
- Uniform –staff shirt and hip-pack

MINIMUM QUALIFICATIONS

- Maintain minimum enrollment hours
- Minimum 2.0 grade point average (undergrad) and 3.0 (graduate) and maintain good academic standing throughout employment
- Commitment to Campus Rec's mission statement
- Positive attitude
- Possess current certifications in CPR/AED
- Must successfully complete a background check

PREFERRED QUALIFICATIONS

- Experience working with diverse populations
- Strong interpersonal and communication skills
- Demonstrated positive customer service
- Demonstrated leadership qualities