



## **Fitness Assistant (Weight and Cardio Rooms) - Position Description**

The Campus Recreation Fitness Assistant positions are responsible for patron safety, providing customer service, assistance to members and managing risk. Additional duties include cleaning and maintenance.

### **Responsibilities**

- Provide assistance to participants in the Weight Room, Cardio Rooms and other associated spaces;
- Promote fitness programs to patrons;
- Advise participants on routine exercise questions (this does not include exercise prescription);
- Clean equipment and conduct preventative maintenance;
- Conduct opening and closing procedures appropriately;
- Provide proper spotting technique for weight room participants;
- Work with others to execute risk reduction measures and provide care in emergency situations;
- Clearly articulate, enforce and educate patrons on all rules, policies and procedures;
- Provide customer service and respectfully manage disagreements;
- Actively participate in collaborative work and development;
- Must be able to lift 45lbs without reasonable accommodations;
- Perform other duties as assigned.

### **Staff Standards**

- Consistently model positive and professional behavior, including on-line communities;
- Attend all staff meetings and educational trainings;
- Maintain regular and frequent communication with Supervisor(s), Coordinator(s) & Assistant Director.

### **Personal/Paraprofessional Development & Departmental Responsibilities**

- Attend all meetings and trainings on time, including August staff development, January staff development, etc. Upcoming dates are:

#### **Spring Campus RecU:**

Thursday, January 5, 2017 – Friday, January 6, 2017. Hosted 8am-5pm each day.

- Balance time commitments;
- Recognize limitations and work to improve;
- Be receptive to paraprofessional and personal development;
- Challenge yourself to achieve higher levels of awareness of people's perceptions, maintaining appropriate sensitivity and awareness of cultural norms, diversity, and diversity education.

### **Minimum Qualifications**

- Must be currently enrolled at UTSA with a minimum overall GPA of 2.0;
- Must pass State of Texas criminal background check;
- First Aid, Adult CPR and AED certifications obtained within 30 days of employment;
- UTSA employee compliance trainings and any additional program area certification/training completed within expected time-frame;
- Working knowledge of the free weights, pin-loaded and plate-loaded machines, cardiovascular equipment and a variety of exercise accessories (plyo-box, jungle accessories, core equipment, etc.)

### **Working Conditions**

- Maximum of 19 hours worked per week (average 15);
- Work will take place at the Main Campus in the Recreation Center;
- Work shifts include morning, afternoon, evening and weekend hours. Some required holiday hours.

### **Compensation**

- Starting pay: \$10.00/hour