

# Brushy Creek Municipal Utility District

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| <b>Job Title:</b>        | Fitness support       |
| <b>Department:</b>       | Recreation Department |
| <b>Reports to:</b>       | Fitness Coordinator   |
| <b>Supervisory role:</b> | None                  |
| <b>FLSA:</b>             | Non-Exempt            |

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## **General Summary:**

The Fitness support staff is responsible for supervising and assisting with assigned activities and programs in the fitness department.

## **Essential Functions:**

- Monitors use of weight room and fitness room
- Maintains cleanliness and safety of recreational equipment
- Welcomes, greets and provides assistance to patrons
- Provides safe and effective instruction on use of recreational equipment
- Coordinates variety of programs and clinics
- Observes and enforces all rules and regulations pertaining to both staff and patrons
- Ensures proper care and use of equipment
- Assists in the implementation of leagues
- Performs minor equipment maintenance and communicates the need for major equipment maintenance
- Prepare data on program participation as required
- Provides exemplary and courteous service to all staff and patrons
- Presents and maintains a professional appearance and demeanor, including wearing appropriate uniform or attire and exhibiting respect and enthusiasm as duties and responsibilities are carried out

## **Other Functions:**

- Performs additional duties as assigned

## **Knowledge, skills and abilities:**

- Experience with weight room equipment preferred ; degreed in exercise/fitness science field preferred
- Must be First Aid, CPR and AED certified or obtain upon hire
- Must pass a drug screening test and criminal background check
- Experience working with the public, especially in customer service required
- Ability to multi-task at various levels
- Proficient organizational skills required
- Ability to work flexible schedule, including morning, nights and weekends
- Good communication skills
- Prior training as personal trainers helpful
- Ability to receive direction and to follow oral and written instructions
- Exhibit professional work habits including reliability, dependability, creativity, and demonstration of enthusiasm for the job
- Ability to conduct oneself in a professional manner
- Ability to function effectively under direct supervision and to develop effective working relationships with fellow employees and the public

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## **Mental Demands:**

- Properly handling stress
- Effectively using oral and written communication
- Professional customer contact
- Balancing multiple concurrent tasks
- Effectively dealing with interruptions

## **Working Conditions:**

The working conditions described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee will generally work in the weight room. They will work with machines and tools appropriate for helping members in the weight room. The employee frequently works with all equipment in the weight room.
- The noise level of the work environment is usually moderate.

## **Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- While performing the duties of this job, the employee is frequently required to sit and talk or listen. The employee is required to walk; use hands to operate objects, tools, controls, and all equipment in the weight room; and reach with hands and arms. The employee is occasionally required to walk, sit, climb or balance, stoop, kneel, and crouch.
- The employee must have the ability to routinely lift objects weighing as much as 20 pounds, occasionally lift objects weighing as much as 50 pounds or assist in lifting objects in excess of 100 pounds.
- Specific vision abilities required by this job include close vision to read written materials and computer screens, the ability to adjust focus, and hearing and speech to communicate in person

The above statements are intended to describe the general nature and level of the work being performed by people assigned to this job. They are not an exhaustive list of all duties and responsibilities associated with it.