

University of Florida and Department of Recreational Sports

The University of Florida is one of only 17 public land-grant universities that belong to the Association of American Universities. With an enrollment of 50,000 students, UF provides high quality instruction to prepare the future leaders of the state and nation. The Department of Recreational Sports strives to provide an extensive array of leisure and recreational opportunities. Approximately 87% of UF students participate in RecSports programs and services which include two recreation centers, two strength and conditioning facilities, an assessment center, a training center, an indoor track, nine multi-purpose field areas, an outdoor recreation complex, two lakeside parks and the UF Outdoor Team Challenge Courses. Program areas include Aquatics, Athletic Training, Competitive Sports, Facility Operations, Fitness, Lake Wauburg, Marketing, Risk Management and Staff Development and Training.

Requirements:

To be considered for an assistantship, students must meet graduate school requirements and be admitted as a degree-seeking graduate student at the University of Florida. The **minimum** requirements include: a 3.0 GPA overall, a 3.0 GPA in the last 60 hours, and a minimum 154 verbal/145 quantitative on the GRE. To maintain the assistantship, a 3.0 or better grade point average must be maintained each semester. Students also must meet minimum course registration requirements for each semester they are appointed. Students must be enrolled in nine credit hours of graduate course work during the fall and spring terms.

Qualifications:

- A bachelor's degree in a health-related field, a personal training certification and group fitness certification
- Experience conducting fitness assessments is preferred
- Demonstrate communication; organizational and leadership skills
- Commitment to customer relationship management and effective interpersonal communication skills (verbal and written) (verbally and written)
- Prior supervisory experience working in a collegiate recreational sports program is highly preferred

RecSports Team Members Responsibilities:

- Develop professional relationships with co-workers, participants and guests
- Uphold and exceed the expectations of the Cornerstones of RecSports Service: accountability, anticipating needs, attitude, and atmosphere
- Demonstrate a desire to learn and apply knowledge as a RecSports ambassador
- Take ownership of RecSports facilities and programs by exhibiting a responsible work ethic
- Promote and maintain cleanliness and appearance within and surrounding RecSports facilities
- Enforce RecSports policies and procedures to promote participant safety and satisfaction
- Respond to all emergency situations and adhere to established protocol including pre- and post- incident procedures

Area Specific Job Responsibilities:

- Manage the daily operation of the small group training program
- Recruit, train, supervise, and develop 15+ Small Group Training coaches
- Supervise the program assistant for small group training
- Evaluate coaches on an annual basis and make recommendations for promotion
- Lead monthly staff meetings
- Coordinate specialized trainings and guest presenters
- Develop the Small Group Training program schedule and assist in creating the marketing plan
- Coordinate class demonstrations and on-campus promotional events
- Ensure that the Small Group Training information on the RecSports website is current
- Audit all Small Group Training class session tracking
- Oversee communication between participants and coaches
- Electronically distribute StudentVoice surveys to participants and compile results
- Compile financial data and present the annual report for small group training revenue and expenses
- Collaborate with other RecSports program areas on special events
- Participate in professional development and personal growth tasks as assigned by supervisor

Compensation:

Tuition waivers are granted to cover nine credits of course work during the fall and spring semesters. Student is responsible for paying his/her own fees. A \$13,000 stipend from August to May is also included along with the opportunity for summer employment. Graduate students have access to health insurance through the University. Professional development assistance is typically available.

Application Process:

Preference will be given to applications received by **January 2016**. Please submit a letter of application, resume, names and phone numbers of three references, GRE score (verbal, quantitative, writing), overall GPA, GPA for last 60 hours and assistantship of choice by either mailing or e-mailing your application to:

Mail to:

Graduate Assistant Search Process

University of Florida
Recreational Sports
3150 Hull Road
Gainesville, FL. 32611 - 2760
FAX 352.846.1079

Or Email:

catc@recsports.ufl.edu

Applications submitted via bluefishjobs.com will NOT be reviewed.