

### **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 Exercise Science, Exercise Physiology, Kinesiology, Recreation, Sports Management or a related field is preferred
- First Aid and Adult CPR/AED certifications should be current or obtained before position commencement
- Proficiency with Microsoft Office
- Demonstrated communication, organizational and leadership skills
- Commitment to customer service and effective interpersonal communication skills
- Prior supervisory/management experience specifically in scheduling, staffing and training staff is highly preferred
- High level of enthusiasm and optimism

### **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:**

- Assist with the daily operation and supervision of the Strength and Conditioning rooms at the Student Recreation and Fitness Center (SRFC), and Southwest Recreation Center (SWRC)
- Select, train, supervise, and evaluate all Fitness Centers and Strength and Conditioning staff
- Develop fitness and wellness programs for the campus community
- Develop and implement continuing education for Fitness Center staff
- Coordinate special events to promote the Student Recreation and Fitness Centers
- Update training and procedures manuals; develop exercise and wellness handouts; submit detailed semester reports
- Assist in the budgeting and tracking of supplies and equipment
- Inspect the Strength and Conditioning rooms and all equipment to ensure cleanliness and safety; replenish first aid kits
- Responsible for scheduling the fitness supervisors and maintaining the schedule, staff notes, and phone lists.
- 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](http://bluefishjobs.com) will NOT be reviewed.