RECSPORTS UNIVERSITY of FLORIDA Group Fitness and Small Group Training Program Assistant Job Description

RecSports Team Member 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 postincident procedures.
- All RecSports employees are expected to abide by the RecSports Student Staff Code of Conduct that clarifies shared expectations and standards in effort to best serve our patrons, develop each team member, and prepare student employees for future career endeavors.

Hourly Pay

\$13.50 per hour

Unit Specific Job Responsibilities

- Assist with the daily operation of the Group Fitness and Small Group Training programs under the supervision of the Group Fitness and Small Group Training Coordinator
- Assist with evaluations of group fitness and small group training staff.
- Assist in leading the Instructor Training Course
- Lead continuing education workshops during Sunday Monthly Meeting
- Assist with scheduling of fitness staff.
- Maintain employee files.
- Keep stereo and equipment in working order.
- Keep staff manual and website up to date.
- Assist with the daily duties of the online registration.
- Monitor and respond to the Group Fitness email inbox.

Requirements/Qualifications

- First Aid, CPR, AED certification or ability to attain it within first week of employment.
- Group fitness certification from a nationally accredited agency, such as AFAA or ACE
- Candidates should be a current UF Group Fitness Instructor
- Availability to work 15 hours per week.
- Complete and maintain UF online certifications in GET803, OOC101, PRV802, ITT102, GET811
- Good standing within the University of Florida and the Department of Recreational Sports. Please note, each candidate's status within the RecSports Student Staff Code of Conduct will be **considered** when reviewing applications.