

**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 post- incident 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.

**RecSports Fall Kick-Off 2025: Tuesday, August 19**

- Fall Kick-Off is our all-staff event to discuss department-wide updates, facilitate unit training sessions, as well as cultivate community and positive energy within our RecSports team. All RecSports Student Staff are expected to attend and will be paid for their training time.
- Fall Kick-Off is scheduled for August 19, 2025. Please mark your calendars as this is mandatory for all-staff! In addition, please hold your calendars for August 15-20, 2025 for mandatory unit-specific trainings

**Hourly Pay**

\$14.50 per hour

**InMotion Center Program Assistant Job Responsibilities**

- Meet all requirements of the Wellness Associate position.
- Recruit, hire, train, and evaluate Wellness Associates.
- Onboard new Wellness Associates through annual comprehensive training.
- Review Intake Paperwork of new InMotion Center participants and confirm their registrations.
- Log and track InMotion Center appointments utilizing Microsoft Bookings and Fusion.
- Create the semesterly permanent schedule and import to When2Work.
- Assist in the daily operation of InMotion Center and review IMC Shift Reports on Connect2.
- Creative idea generation that promotes and improves the InMotion Center.
- Perform other duties as assigned.

**Requirements**

- To be considered for the position, students must be enrolled in an undergraduate or graduate program or at the University of Florida or planning to continue working at RecSports during gap semesters beyond graduation (if applicable).
- A minimum of one semester experience working as a Wellness Associate in the InMotion Center. Proficient in all current InMotion Center service procedures.

**Qualifications**

- Available for an average of 10 hours each week.
- Self-directed and responsible with time management.
- Proficient with Microsoft Office software.
- Demonstrates effective communication, organizational, and leadership skills.
- Commitment to customer service and mentorship of peer employees.
- Effective interpersonal communication skills and presentation skills.
- Maintain up to date First Aid and Adult CPR/AED certifications.

## InMotion Center Program Assistant Job Description

- Required: A Personal Training certification from an accredited national body (NASM, ACE, PTAG, etc.).
- Interest in student staff development.

### Application Process

Prospective applicants should submit their application including a cover letter and resume on the RecSports Leadership Application through Qualtrics. Qualified applicants will be contacted to set up an interview.