

# RECREATION ASSISTANT

## Job Summary:

Recreation Assistants will ensure the proper daily operations of all activities within the Aquatics and Recreation Center. This position is primarily responsible for monitoring patrons in all fitness areas and ensuring safety and cleanliness of all activity areas within the facility. All Recreation Assistants should demonstrate a commitment to the mission and core values of Campus Recreation.

## Learning Outcomes:

- Acquire leadership skills, critical thinking, and decision making skills.
- Develop customer service skills through patron communication, conflict resolution, and service recovery skills..
- Formulate a successful time management strategy to balance the demands of academic life and your position at Campus Recreation.



## Job Responsibilities:

- Begin each shift on time and prepared to work; this includes appropriate uniform and attitude
- Perform all required shift tasks, including opening/closing duties, with accuracy and efficiency.
- Be knowledgeable about all Campus Recreation programming and be able to answer questions and direct patrons to correct locations.
- Consistently enforce all Campus Recreation policies, rules and regulations.
- Continuously walk/scan the ARC during shift and conduct accurate facility head counts.
- Assist with check-in for all group fitness classes and Campus Recreation special events.
- Maintain cleanliness of all Campus Recreation spaces and report any unsafe conditions requiring maintenance or attention.
- Maintain all required CPR/AED/FA, BBP, and Lifeguard certifications.
- Attend all trainings, meetings and events set forth at the beginning of the semester.

