

City of Fenton
Job Description

Job Title **Recreation Associate I – Fitness Attendant**
Department: **Parks and Recreation**
Reports to: **Recreation Supervisor - Fitness**
Description Date: **March 2021**
Pay Grade: **Level 1 (\$10.30/\$11.69/\$13.08)**
Status: **Occasional or Seasonal Worker/Non-Exempt**

Summary

Performs duties as assigned under the direction of the Recreation Supervisor - Fitness or Manager on Duty, as assigned. This position is responsible for maintaining and cleaning equipment, welcoming members, and guests, teaching members and guests how to use the equipment, reporting and resolving complaints and ensuring all rules and regulations are enforced.

Essential Duties and Responsibilities include the following; however, other duties may be assigned. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Provide customer service through interacting with patrons, educating members and guests on general use of fitness equipment, and answering questions.
- Ensure the fitness area remains clean and organized; organize dumbbells, weight plates, weight bars, and accessories.
- Disinfect and clean equipment.
- Perform opening/closing procedures of the fitness floor.
- Assists in organizing, planning, and implementing activities.
- Enforce all safety rules.
- Promptly reports all accidents, incidents, and concerns to the supervisor.
- Other related duties as assigned.

Supervisory Duties

No supervisory duties

Education and Experience Required

Any combination of acceptable education and experience providing the knowledge, skills, and abilities required. Must be able to obtain and retain a Basic First Aid and CPR/AED certification. Requires the ability to create and maintain excellent customer service and communication.

Knowledge, Skills, and Abilities

Knowledge of:

- Strength and cardiovascular equipment;
- Proper fitness equipment practices;
- Basic fitness concepts;
- Customer Service;
- Safety rules and basic first aid;
- Basic fitness programming offered at Riverchase (i.e. Silver Sneakers, personal training, kids fitness orientations).

Ability to:

- Effectively multi-task;
- Confidently approach others;
- Be effective in oral and written communication;
- Work with City Staff and groups of all ages and various backgrounds;
- Work safely without presenting a direct threat to self or others; and
- Demonstrate professional public relations skills, effective interpersonal, and communication skills.

Work Environment

The indoor environment provides for a safe and healthy work environment and is smoke and drug free. Occasionally, it may be wet and humid, as well as moderately loud. The outdoor work environment may result in exposure to extreme weather conditions such as heat, cold, and humidity.

Physical Requirements

Regularly required to stand, walk, reach with hands/arms, climb or balance, and stoop, kneel, crouch or crawl. Requires clarity of vision and three-dimensional vision. Regularly required to lift and carry up to 25 pounds; occasionally required to lift and/or move up to 50 pounds.

This job description is intended to indicate the kinds of tasks and levels of difficulty that will be required of positions that are given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of any supervisor to assign, direct, and control the work of employees under their supervision. The use of a particular expression or illustration describing those duties shall not be held to exclude other essential functions, responsibilities, or duties not mentioned in this description that are of similar kind or level.

I have read and understand the duties of this job description and, by signing below, I agree that I can perform the duties of this position with or without reasonable accommodation.

Employee Signature

Date