



Position: Fitness Center Attendant

Department: Fitness Center

Employment type: Part-time, 20 hours or less

Overview: As a member of the Panther Fitness Center, the Fitness Center Attendant provides excellent customer service and support to all users. The Attendant will answer general questions, maintain user safety, sanitize the facility, and enforce Fitness Center rules. This position is responsible for creating a positive, welcoming environment for all. The Attendant promotes student success and engagement as a member of the Student Affairs division. Must maintain an active CPR certification.

Work Schedule:

Job Duties and Required Competencies:

Career and Self-Development:

- **Skills:** Engage in continuous learning and professional development while maintaining relevant certifications.
- **Tasks:**
 - Maintain an active CPR certification.
 - Seek opportunities for further education or training to enhance career development.

Communication:

- **Skills:** Communicate clearly and effectively with users and colleagues, considering diverse communication needs.
- **Tasks:**
 - Greet each user and ensure that a liability waiver is completed or on file.

- Frame communication to accommodate various learning styles and cultural differences.

Critical Thinking:

- **Skills:** Use sound judgment and proactive problem-solving to address needs and maintain facility standards.
- **Tasks:**
 - Maintain cleanliness of the facility and equipment.
 - Multi-task efficiently in a fast-paced environment, anticipating and addressing needs as they arise.

Equity and Inclusion:

- **Skills:** Contribute to an inclusive and equitable environment, remaining open to diverse perspectives and practices.
- **Tasks:**
 - Actively support inclusive practices and adapt to diverse environments.
 - Keep an open mind to new ideas and approaches, promoting equity within the Fitness Center.

Leadership:

- **Skills:** Model confidence and positivity, motivating others and ensuring safe and effective use of equipment.
- **Tasks:**
 - Assist members with proper use of equipment to ensure safety.
 - Encourage and build trust among team members through positive interactions.

Professionalism:

- **Skills:** Demonstrate reliability and alignment with organizational values through effective work habits.
- **Tasks:**
 - Report consistently for assigned shifts and be prepared to assist.
 - Maintain a high standard of professionalism and dedication to the job.

Teamwork:

- **Skills:** Collaborate effectively with colleagues, manage conflicts, and respect diverse perspectives.
- **Tasks:**
 - Enforce Fitness Center rules to ensure safety for all members.
 - Conduct daily equipment checks, report any issues to the Fitness Center Manager, and assist with projects as needed.

Technology:

- **Skills:** Use relevant technologies effectively to support daily tasks and improve efficiency.
- **Tasks:**
 - Identify and use appropriate technology for managing and maintaining the Fitness Center.
 - Adapt to new technologies as required for the role.

Additional Responsibilities:

- Assist with other duties as assigned to support the smooth operation of the Fitness Center.

Required Qualifications:

- Strong interest in fitness and facility management.
- Ability to effectively communicate and work in a team-oriented environment.
- Basic knowledge of fitness equipment and safety practices.

Additional Considerations:

- Previous experience in a fitness or customer service role.
- Familiarity with fitness center operations and equipment.
- CPR certification or willingness to obtain it.

By fulfilling these responsibilities, you will contribute to maintaining a safe and welcoming Fitness Center environment, support users in their fitness goals, and gain valuable experience in facility management and customer service.

For more information, please contact the Federal Work Study (FWS) Program Coordinator at federalworkstudy@pvcc.edu