

CLASSIFICATION SPECIFICATION

Fitness Aide

PT Class Code: 5621 Pay Grade: C 05 FLSA: Non-Exempt Est. 11/15/07

SUMMARY STATEMENT: Under the overall supervision of Fitness Center staff, an incumbent assists with supervising employees and students who use the on-site fitness exercise equipment.

NATURE AND SCOPE:

An incumbent typically reports to the Fitness Center Director or other designated staff and assists with ensuring the safe and proper use of fitness center exercise equipment.

PRINCIPAL ACCOUNTABILITIES:

An incumbent may perform any combination of the below listed accountabilities:

1. Supervises employees and students who use on-site campus fitness center exercise equipment for safety and motivation.
2. Assists and instructs participants in the proper use of the equipment.
3. Performs general cleaning of exercise equipment and the gym area and reports any equipment that is not functioning properly to supervisor.
4. Assists with clerical duties of checking employees and students.
5. Performs other related duties as required.

KNOWLEDGE, SKILLS, AND ABILITIES:

- ◇ Knowledge of the proper and safe use of a variety of exercise equipment.
- ◇ Ability to communicate effectively.
- ◇ Ability to develop rapport with staff and students and assist in motivating them to pursue fitness goals.

MINIMUM QUALIFICATIONS:

- ◇ High school diploma or GED.