

## Job Description

### **ARC- PT Fitness representative**

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**Reports To:** Manager, Athletic Operations - Fitness

**Mission:** *To create an environment that inspires a passion for student success.*

#### **Desired Results of the Position:**

- Integration of new members by building familiarity and confidence, being visible and accessible on the fitness floor.
- Spark a movement. Inspire activity and participation offering something for everyone in day to day programming.
- A safe and fun climbing wall experience.

#### **Nature and Scope**

This position is responsible for providing courteous floor service at all times in the ARC. Under the direction of the Manager, Athletic Operations - Fitness and the guidance of the Fitness and Wellness Coordinators the PT fitness representative is responsible for providing a high level of interaction and exercise correction while supervising the gym floor. The fitness representative is a role model who educates, motivates and directs members in a safe, clean, well-maintained facility.

#### **Job Duties**

- Greets and acknowledges members in a supportive and courteous manner.
- Engages, circulates and promotes programming, events and workshops in the facility being available and visible to members.
- Well-informed regarding the Students' Association and promotes the Athletics Mission.
- Ensures all policies, rules and regulations are communicated, monitored and enforced regarding the use of the facility in a professional, courteous manner.
- Ensures that the ARC is opened and/or closed on time following the proper procedures.
- Ensure all members are treated in a friendly and non-intimidating inclusive manner at all times.
- Provides tours to prospective members, highlighting the facility, equipment, and services encouraging members to take ownership of their health.
- Monitors equipment to ensure it is in proper working order on a daily basis and tracks in maintenance log.

- Responsible for maintaining the facility cleanliness on a daily basis, including a neat work space.
- Delivers fitness correction and instruction by modelling appropriate behaviors thru actions and will motivate and encourage members with constructive feedback.
- To assist in the delivery of innovative motivational campaigns, contests and incentive programs to increase fitness program adherence and participation. (Fitness & Lifestyle, Club Spirit, Community, Fitness & Sport Activities)
- Monitors and enforces rules and regulations of the climbing wall. Assists with orientations and demonstrates belay process as required.
- Follows operational procedures for properly handling and securing of cash at the front desk, assisting with breaks and coverage as required.
- Notifies supervisor of any problems with patrons.
- Performs laundry duties to accommodate day to day requirements.
- Performs day to day administration duties as required.
- Other duties as assigned.

## **Core Competencies**

- Adaptability
- Communication
- Planning and Organizing
- Problem Solving

## **Desired Skills and Qualifications**

- Must be currently enrolled as an Algonquin College Full-Time Student.
- Knowledge of athletic equipment and mechanics.
- Previous fitness experience considered an asset.
- Outgoing
- Able to work evenings and weekends.

**Compensation:** \$15.50