**Job Title:** Fitness and Membership Attendant

**Job Description:** Respectful and professional in conversations, actions, and appearance towards

members, staff, management, and any other facility patrons

Apply self and develop skills to complete tasks and projects assigned including

but not limited to: marketing projects, cleaning, organization, etc.

Contribute to the success of the environment by offering suggestions regarding

operations, events, activities, etc.

Develop rapport and communicate effectively with members

Knowledgeable and/or willing to learn about operation of fitness equipment

Apply an outgoing and positive attitude and is willing to assist members at all

times

Cognizant of member needs and able to act appropriately to appease concerns or

other issues

Able to separate personal interests from professional responsibilities while on

duty (not working out or socializing with friends)

Actively look for tasks and projects to complete and interact with members in

order to improve and enhance the environment of the facility

Does not work on academic work while on duty without prior approval

Dresses professionally: wears fitness center or professional IUP attire (will be

provided with one polo), black workout pants or black/khaki dress pants, and

tennis shoes

**Qualifications:** Desire to develop professional skills in a fitness setting and enhance members'

personal experiences in the James G. Mill Center for Health and Fitness

**Hours:** As set by facility management; typically 5-8 hours per week

**Compensation:** Must be eligible for Federal Work Study (1,000/semester); Minimum wage