

OPEN POSITION

Now accepting applications for full time Gym Assistant position.

SUMMARY: Assists Parks and Recreation Director in public and voluntary recreation programs at the recreation/gym building, indoor center, performing the following duties:

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Assists Parks and Recreation Director in implementing, initiating, coordinating and monitoring of athletic and recreational activities which meets the needs of people of all ages, interest and abilities.
- Conducts and actively participates in scheduled athletics and recreational activities.
- Assists in scheduling maintenance and use of facilities.
- Assists in scheduling recreational programs and activities.
- Oversee and monitor the gym and other recreational activity areas.
- Observe and enforce all rules and regulations of the facility and activity areas.
- Disperse recreational equipment to patrons.
- Keeps assigned areas, equipment and supplies neat, orderly and clean.
- Assists in supervising facility use during open hours.
- Opens and closes the assigned areas as needed.
- Cooperates with recreation and non-recreational personnel.
- Must be willing to work evenings and/or weekends when requested and/or required.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE: High School Diploma or General Education Degree (GED); and one to two years related experience and/or training; or equivalent combination of education and experience.

Applicants are asked to fill out a SBIT job application completely and attach resume if available.

Applications can be turned into HR when completed

Full time 40 hours a week, hourly wage will be DOE