



Job Description

Job Title: Fitness Center S/W

FLSA Status: Non-Exempt – Part Time

Grade: N/A - Student Employment

Department: Athletics/Student Affairs

Reports to: Athletic Director/Director of Student Affairs

Job Summary

The Fitness Center Student Worker will monitor patrons in the fitness center, provide excellent customer service, ensure patrons are using equipment safely, and provide ongoing cleaning of machines and surfaces.

Essential Functions *(Employees of the District must be able to perform, with or without reasonable accommodations, the essential functions of the position as detailed in this section.)*

- Monitor activity in the fitness center.
- Regular cleaning of machines, countertops etc.
- Customer service, greeting and assisting patrons.
- Complete waivers.
- Other duties as assigned.

Minimum Qualifications *(Employees of the District are required to possess a minimum proficiency level of English, both written and spoken, that will enable them to communicate safely, effectively, and efficiently with students, co-workers, and the public.)*

- High school diploma or GED equivalent.
- Good conduct and Academic Standing with the college.
- Gillette College Student currently enrolled.
- Cumulative GPA is 2.0 or greater.
- Possess a valid Class C driver's license.
- Any equivalent combination of training, education, and experience that provides the required skills, knowledge, and abilities.

Preferred Qualifications

- Previous work experience consistent with the position.

Competencies for Successful Performance

Knowledge of:

- Office procedures, methods and computer equipment and programs.
- Work safety principles and practices.

Ability to:

- Understand and follow safety procedures.
- Organize work tasks and work independently.
- Meet work schedules and deadlines.
- Understand and follow oral and written directions.
- Maintain the confidentiality of information and professional boundaries.

Skill in:

- Performing various duties, frequently changing from one task to another.
- Interpersonal skills necessary to develop and maintain appropriate and effective relationships in the workplace.

Supervisory and Management Responsibility

- None

Physical Demands *(The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.)*

- This position involves physical demands such as exerting up to 50 lbs. of force occasionally and/or up to 20 lbs. of force frequently and up to 10 lbs. of force constantly to move objects.
- Office working conditions – moderate periods of sitting and standing
- Schedule may include nights and weekends.

How To Apply:

In order for applications to be complete they must contain: a cover letter, resume, GCCD application (found online at <https://gillettecollege.org/careers>), and copies of graduate (if applicable) and undergraduate transcripts. Official transcripts will be needed prior to an interview. Email all application documents to hrteam@gillettecollege.org.

Equal Opportunity and Affirmative Action Employer

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