

Building Assistant

Campus Recreation's mission is to create an inclusive environment that inspires movement and community. In addition to offering an award-winning fitness facility, we strive to be a place where members can connect with one another in a safe and positive environment.

Campus Recreation includes three fitness spaces: Campus Recreation Center, the Fitness Center at CARE/Crawley, and the Siddall Fitness Center. Our three facilities offer many ways for members to get active – from cardio and weight equipment, to group fitness, swimming pools, a climbing wall and more. We look for teammates who uphold the same values as we do: teamwork, educating, problem-solving, curiosity, and fun.

Connect. Energize. Thrive. Explore Campus Recreation.

Job Title and Overview

Building Assistants will focus on preparing and maintaining the gym courts and other areas of the facility for member and guest use. This includes the enforcement of policy and procedures, maintaining safety and cleanliness, and providing exceptional service to members and guests. This position will support the Building Supervisor in management of day-to-day operations, special event management, and customer service of the gym courts. Successful candidates must ensure members, prospective members, rental groups, and guests are presented with a safe and enjoyable environment.

Essential Job Functions

- Monitor participants to prevent aggressive behavior and de-escalate potential hostile situations, especially on the gym courts
- Serve as a first responder in emergency situations, especially on the gym courts
- Assist in completing incident/accident reports
- Assist with the setup/teardown and execution of events and rentals (external/internal) on gym courts including but not limited to basketball, volleyball and badminton.
- Enforce Campus Recreation policies and procedures
- Answer questions about the facility and events
- Be knowledgeable about the daily operations and facility schedules of the Campus Recreation Center especially pertaining to the gym courts
- Assist guests and members with the use of lockers located by the gym court and troubleshoot issues including forgotten combinations
- Ensure the gym courts are a clean and safe environment by including periodically dry mopping, cleaning backboards, replacing nets or backboard foam pads, reporting facility issues to the Building Supervisor, and encouraging usage of the lockers
- Attend staff meetings and trainings
- Other duties as assigned

Minimum Qualifications

- At least 16 years of age
- Enrolled at a post-secondary institution or a secondary school at least part-time (one (1) or more credit hours if at a post-secondary institution), except for summer term, or will be a registered student during the next academic term.

Additional Information

- Campus Recreation provides additional development opportunities for staff beyond job duties including the possibility to attend varying conferences at state, regional, and national levels as well as inner-departmental committee opportunities through our student-led organization, Recreational Development & Leadership (RDL).
- This position may require early mornings, late nights, breaks, and holidays.
- This position requires a minimum of 5 hours and allows for a maximum of 24 hours (non-international employees) and 20 hours (international employees) per week.
- Skills acquired include teamwork, problem-solving, customer service, communication, and ability to stand/ walk for long periods of time

Physical Requirements/Work Environment

- Standing – often
- Talking – often
- Walking – often
- Bending – often
- Pulling, pushing – often
- Lifting up to 50 pound or more of weight

Compensation and Benefits

- Pay rate - \$10.65/hour
- 20% discount of programs and services (excluding Pro Shop)