



Fit Floor Monitor

PURPOSE

SRC Fit Floor Monitors are responsible for the direct supervision of the SRC Fit Floor and Fit Loft. The staff is responsible for ensuring participant safety including the correct and appropriate use of equipment. Additionally, the staff is responsible to ensure equipment cleanliness, routine maintenance, and the readiness for use of all weight and cardiovascular equipment.

SUPERVISORY DUTIES AND RESPONSIBILITIES

- Oversee the Fit Floor and Fit Loft at all times to ensure the safety of participants and the security of equipment
- Respond to all injuries and assist in immediate first aid and proper emergency procedures
- Familiarize participants with the safe and effective use of all cardiovascular, resistance, and free weight equipment.
- Educate participants and enforce rules and regulations regarding the safe and proper use of the equipment and facility

PROGRAMMATIC DUTIES AND RESPONSIBILITIES

- Turn on/off all TVs and control the Runner Fit Radio volume
- Clean all weight and cardiovascular equipment daily to remove dust, sweat, and stains
- Regularly inspect facility and report any safety or maintenance needs
- Inspect all weight and cardiovascular equipment daily by testing each piece of equipment for safe operating condition (visually inspecting for wear, testing all features, listening for unusual noises, etc.)
- Perform minor, routine maintenance and repair of a variety of SRC facilities and equipment
- Document any equipment or weight machine that isn't working properly and report
- Actively monitor the Fit Floor and Fit Loft and engage with participants who need assistance spotting, utilizing and/or accessing equipment
- Limit guidance with participants to equipment use and affected muscle groups – do not advise on amount of weight, number of repetitions, or any other prescriptive recommendation
- Ensure towels for machines and equipment are collected and cleaned regularly
- Distribute folded workout towels from Member Services Assistant to all machines
- Ensure spray cleaning bottles are full and operational for each piece of equipment
- Keep fitness desk organized, clean, and inviting
- Educate participants and student staff; adhere to, and enforce, all policies and procedures
- Resolve participant conflicts and disputes with tact and diplomacy
- Perform light custodial duties when full-time custodians are not available
- Communicate maintenance, custodial, or security issues to appropriate SRC or campus personnel
- Maintain familiarity with Emergency Action Plan and assist during major emergencies and drills
- Collect lost and found items and give to membership services assistant to document and store
- Assist in other duties as assigned by Manager on Duty, Student Manager, Coordinator, or Director
- Document the completion of all assigned tasks.

ADMINISTRATIVE DUTIES AND RESPONSIBILITIES

- Provide support to the Director and Coordinators on specific projects as needed and assigned
- Represent the SRC and CSUB in a professional manner and act as an SRC ambassador at all times with an extensive knowledge of weight and cardiovascular equipment including proper usage. Possess general knowledge of all SRC facilities, programs and services
- Serve as a role model to other student staff and participants
- Provide positive public relations and policy education to participants
- Attend and contribute to all mandatory staff meetings, workshops, and retreats
- Provide a friendly, inclusive, service-oriented environment for all staff and participants
- Demonstrate awareness of, and appreciation for, individual uniqueness and diversity
- Maintain a positive relationship with staff and co-workers
- Demonstrate commitment to student development and leadership
- Maintain high standards and achieve high expectations
- Maintain prompt hours and follow absence procedures

QUALIFICATIONS

- Currently enrolled CSUB student with at least 6 undergraduate units and 2.0 G.P.A. or graduate student with 4 graduate units and a minimum G.P.A. of 3.0
- **Certification in CPR/AED/First Aid from either the American Red Cross or the American Heart Association**
- Previous supervisory experience in a fitness environment
- Working knowledge of safe conditioning procedures related to various types of weight and cardiovascular equipment
- Extensive knowledge of Exercise Physiology, Kinesiology, safe training procedures and exercise implementation preferred
- ACSM, NSCA, ACE, NASM or other nationally recognized fitness certification preferred
- Genuine interest in a variety of individuals and commitment to providing quality service to diverse populations.
- Excellent oral and written communication skills
- Candidates should be reliable, self-motivated, and should be able to solve problems and make decisions based on SRC mission and guiding principles
- Willingness and ability to work early morning, night, weekend, finals, and semester break hours

CLASSIFICATION AND COMPENSATION

Student Assistant I - \$15.50 per hour. 10-15 hours per week

APPLICATION PROCESS AND DEADLINE

Applications can be found on Handshake - <https://csub.joinhandshake.com/login>

Included in the application is a section titled "Tips for Applicants" that will help prepare candidates for the selection process.