

# Work Study Job

Job Title:	Fitness Center Assistant	Department:	Student Life
Hourly Rate:	<b>\$20.76</b>	Supervisor:	Colby Keene

## Job Description

### Role and Responsibilities

Fitness/Health and Wellness Center Assistant job responsibilities include serving as a receptionist to greet visitors, have them sign in daily log sheet, answering phones, also includes assisting guests with their work-out regiments, make sure guests using the facility abide by the rules of the center, helping to plan and facilitate events sponsored by the fitness center, as well as attend scheduled staff meetings, and helping to maintain the cleanliness, appearance, and safety of the fitness center and its equipment, along with checking the cleanliness and security of the locker rooms.

### Educational Benefits

Work in a department setting focused on building student leadership skills, team training, and trainings involving diversity, inclusion and retention.

### Preferred Skills

Some experience working with Microsoft Office programs (Word, Excel, Access) is required, however we will provide additional training. Experience working with diverse populations.

Have Interest in physical fitness and basic knowledge of physical fitness equipment. Ability to lift 45lbs.

## Applications Accepted By:

### Email:

Colby.keene@seattlecolleges.edu  
Subject Line: Work Study

### Mail:

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