



Job Title:	Fitness Assistant
Hours per week:	40
Number of positions:	6
Length of Employment:	January 17 - May 12, 2023 (Academic progress <u>must</u> be met every semester to continue)
Pay rate:	\$11.50/hr
Supervisor:	Stephen Swimmer
Contact:	stephen.swimmer@iaia.edu / 505-4242306
Department Name & Code:	Academic 186
Location:	PAFC Building
Classification:	Institutional Work-Study
Employer Name/Address:	83 Avan Nu Po Road, Santa Fe, NM 87508

Purpose/Role: Being a team member working together creating a safe and clean environment for the iaia community. The Fitness Assistant will check ID's upon entering the PAFC building and request people to sign in.

Job Description/Responsibilities/Abilities:

Assistant to the PAFC Manager. The responsibilities of the Fitness Assistant will be to contribute to the operational activities within the PAFC.

- Checking student IDs
- Check out and return equipment
- Sweeping/mopping
- Cleaning the mirrors
- Wiping down all fitness equipment
- Throw the trash
- Making sure equipment is safely stored
- MUST BE ABLE TO LIFT 60LBS

General Qualifications:

- Self-motivated
- Team player
- Interest in physical fitness
- Promotes Gym culture and etiquette
- Knowledge of fitness equipment/exercises
- Works well with others
- Responsible
- Communicates well

Background Check: Students who reside off-campus are required to have a Background Check done. The fee for this process is paid for by the hiring department.

Evaluation Procedure(s) and Schedule: Work-Study Performance Evaluation form provided in IAIA Work-Study Manual for Students (page 14). See: iaia.edu/student-success-center/student-employment/