



FLASH Job Description

Freshman Learners Acquiring Skills in Higher Education

Position: Facility Services Staff

Facility Rec Monitors help members get involved with recreation activities within the student rec center. This position also monitors and enforces safety expectations throughout the spaces. They are responsible for oversight of activities occurring on the 3rd and 4th floor of the student rec center. No experience required.

Position's professional growth prospects – Facility Services Staff interested in leadership have the opportunity to grow into mentoring and student coordinator roles in varied positions at Campus Rec.

Number of positions available: 2

Job Location: Academic and Student Recreation Center (ASRC)

Hours: 8-15 // [Campus Rec Hours](#)

Pay Rate: \$16.63/hour

PSU Department: CAMPUS RECREATION

Campus Rec provides an inclusive environment where recreation and wellness opportunities inspire, empower and educate people to be positive contributors to the global community.

Specific Job Duties and Responsibilities

- Welcome, greet, and provide assistance to rec center participants; create a welcoming environment and provide a high level of customer service while supervising the recreation areas
- Maintain a thorough understanding of all policies and procedures
- Be aware of your surroundings and enforce all policies to ensure the safety of all participants – this includes moving around the rec center floors
- Educate members on how to properly use cardiovascular equipment, resistance machines, and free weights within your scope of practice. Assist with overseeing the climbing center and gym court activities
- Clean equipment and maintain Fitness Center appearance
- Complete all assigned tasks including a shift report for each shift
- Report all injuries, incidents, vandalism, equipment needs and problems immediately to administrative staff or student building supervisors
- Attend and actively participate in all mandatory staff meetings and training sessions
- Transfer participants when needed in and out of fitness equipment

- Maintain regular communication with the supervisors

Job Expectations

- Serve as a positive and responsible ambassador for all of Campus Recreation
- Ability to provide excellent customer service
- Ability to help resolve conflicts
- Present self in an approachable, friendly manner with a willingness to help a diverse range of patrons
- If hired, must be available for job specific training, dates and times will be coordinated with the group hired and the student coordinator.

Minimum Qualifications

- Functions and communicates effectively and respectfully within the context of varying beliefs, behaviors, orientations, identities and cultural backgrounds
- Commitment to Campus Rec's mission, vision, values, and dignity statements
- Positive attitude
- Ability to respond to emergency situations
- Good communication skills
- Ability to work with people
- American Red Cross Standard First Aid and CPR/AED for the workplace (must be obtained within 4 weeks of hire)