

Campus Recreation

Senior Facility Attendant

Position Description

Campus Life Classification: Level 2



QUALIFICATIONS

- Must be a UWS student
- Preference given to Work Study.
- Must be able to work well as a team player and independently.
- Must have customer service skills.
- Must obtain CPR/AED certification within first semester of employment.
- Preference given to students who have previous work experience or relative coursework in Health and Human Performance or Exercise Science.

RESPONSIBILITIES

- Attend staff trainings and monthly meetings as required
- Assist with training, supervising, and evaluating Facility Attendants
- Perform opening and closing procedures for the MWC facility
- Supervise student staff in the absence of full-time staff
- Report employee misconduct, tardiness, or other performance related concerns
- Lead all policy enforcement and handle all incidents that may occur
- Assist in handling all emergency situations
- Perform general maintenance and cleaning in activity areas
- Cleaning of fitness equipment to maintain a safe and sanitary environment
- Ensure safety of participants and employees by securing areas and equipment possibly contaminated by blood-borne pathogens until a Facility Repair Worker can handle the spill.
- Notify proper authorities and full-time staff of all incidents, accidents, injuries and emergencies
- Other duties as assigned by supervisor

TIME COMMITMENT & TRAINING

- Minimum Work Hours of 5 hours/week and Maximum of 28 hours/week
- Training to occur at beginning of employment and monthly meetings for the duration of employment

COMPENSATION

- \$7.50/hour

REPORTS TO

- Krisi Patterson, Assistant Director of Campus Recreation

QUESTIONS AND SELECTION INFORMATION

- For questions regarding the selection of Senior Facility Attendant, please contact Krisi Patterson at (715) 395-4611 and/or kpatter1@uwsuper.edu