STUDENT ASSISTANT JOB DESCRIPTION

Department: Student Recreation  
Supervisor: Karen Lee Yoder

Job Title: Student Assistant – Recreation  
Hours to be Worked: up to 20/hrs per week.

Pay Level: 1  
Hourly Pay Rate: $15.00/hr

Job Summary (purpose of nature of work): To support all Recreation events and facilities; including opening and closing PEAC spaces (weight room, cardio room, laundry room, both gymnasiums), Sports Courts, and Bodnar Field events, during scheduled hours.

Job Duties:

- Wear the required attire for a shift.
- Enforce proper attire in weight room and cardio facilities.
- Maintain all recreational spaces in PEAC, Sports Courts, and Bodnar Field.
- Responsible for the health and safety of persons entering spaces.
- Consistently monitor equipment for safety concerns.
- Clean all equipment with cleaner, during shifts, and make sure all patrons follow the posted rules.
- At end of a shift, each space must be cleaned, cleared, and locked according to daily schedule.
- Monitor facility for unauthorized users.
- Assist with projects as assigned geared at providing quality customer service.
Required (or Preferred) Skills, Knowledge, and Abilities:

- Wear the required attire for a shift.
- Enforce proper attire in weight room and cardio facilities.
- Maintain all recreational spaces in PEAC, Sports Courts, and Bodnar Field.
- Responsible for the health and safety of persons entering spaces.
- Consistently monitor equipment for safety concerns.
- Clean all equipment with cleaner, during shifts, and make sure all patrons follow the posted rules.
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