

Family, Swim & Fitness Swim and Fitness Intern

Job Summary: Responsible for helping and overseeing member services and general day-to-day operations of all Town Club Aquatic and Fitness Center facilities.

Duties

1. Oversees and assists shift workflow and duties including cleaning, sanitizing, organizing, trash removal, stocking and replenishing of towels, beverages and other supplies as well as opening/closing of swim and fitness facilities.
2. Maintains continuous presence on the pool deck.
3. Ensures all aquatic and fitness center facilities and employees stay up to Cherokee Standard throughout the shift. Towels are kept stocked, locker room and pool house are clean, and pool deck is picked up. Attention to detail.
4. Helps ensure compliance with Club rules and policies throughout the Swim & Fitness areas.
5. Oversees, assist, and inspects the seasonal pools and assists during swim meets. Makes sure staff is on task, trash is pulled, towels are picked up, water coolers are full, deck is clean, and lifeguards are rotating on time and job.
6. Assists with swim & fitness programs and events, including pool parties, swim team practices, meets and social events. Keeping staff on task, trash is picked up and pulled, etc.
7. Cross-trained to assist or relieve fitness receptionists, pool kiosk attendants and locker room attendants as needed, as well as stepping in for Operations Managers at certain times.
8. Maintains regular and effective communication with staff, members and other managers. Clocks in and out on time and maintains a constant communication with staff and managers with regards to pools, fitness center and daily tasks.
9. Provides shift or meal break coverage for positions listed below if required
10. Performs other tasks as assigned with attention to detail.

Qualifications

- Ability to lift weights of 50 lbs.
- First Aid/CPR/AED Certification.
- Able to work well with people and function as part of a team.
- Well-spoken English.
- Friendly and hospitable personality.

Reports to

Swim & Fitness Op Managers

Please send resumes to Matthew Spangenberg, Director of Fitness & Wellness,
mspangenberg@cherokeetcc.org.

Job Requirements Checklist

Use the following checklists to analyze the ESSENTIAL FUNDAMENTAL JOB DEMANDS of particular jobs in relation to the qualifications of job applicants. In order to measure the extent to which an activity is required in a job, place an A,B,C or N/A in each designated blank as follows:

- A - Minor - Activity or condition exists less than 20% of work time.
- B - Moderate - Activity or condition exists between 20-60% of work time.
- C - Major - Activity or condition exists 60% or more of work time.
- N/A - Not applicable

PHYSICAL DEMAND

		Code			Code
Strength			Reaching		
Standing	<u> 40 </u> %		Handling	<u> C </u>	
Walking	<u> 60 </u> %		Fingering	<u> B </u>	
Sitting	<u> 0 </u> %		Feeling	<u> A </u>	
			Throwing	<u> A </u>	
		Code	Eye-Hand Coordination	<u> B </u>	
Lifting	<u> 50 </u> lb.	<u> A </u>	Foot-Hand-Eye Coordination	<u> B </u>	
Carrying	<u> 50 </u> lb.	<u> A </u>	Other _____	<u> </u>	
Pushing	<u> 50 </u> lb.	<u> A </u>			
			Communicating		
Climbing			Ordinary	<u> A </u>	
Stairs		<u> A </u>	Other _____	<u> A </u>	
Ladders		<u> A </u>			
Other _____		<u> A </u>	Hearing		
Balancing		<u> A </u>	Ordinary	<u> A </u>	
			Other _____	<u> A </u>	
Stooping					
Kneeling		<u> A </u>	Seeing		
Crouching		<u> A </u>	Acuity - Near	<u> A </u>	
Crawling		<u> A </u>	Acuity - Far	<u> A </u>	
Turning/Twisting		<u> A </u>	Depth Perception	<u> A </u>	
Bending at Waist		<u> B </u>	Accommodation e.g. binoculars	<u> A </u>	
Other _____		<u> A </u>	Color Vision	<u> A </u>	
			Field of Vision	<u> A </u>	
			Other _____	<u> </u>	

PHYSICAL CONDITION

		Code			Code
Working Area			Atmospheric Conditions		
Inside	<u> 90 </u> %		Fumes	<u> A </u>	
Outside	<u> 10 </u> %		Odors	<u> A </u>	
			Mists	<u> A </u>	
		Code	Dusts	<u> A </u>	
Temperature			Oil/Grease	<u> A </u>	
Constant cold		<u> A </u>	Dirt	<u> A </u>	
Constant heat		<u> A </u>	Gases	<u> A </u>	
Changing temperatures		<u> A </u>	Ventilation	<u> C </u>	
			Lighting	<u> C </u>	
Humidity or Damp		<u> A </u>	Other _____	<u> </u>	
Noise					
Noise level (> 85 dB)		<u> B </u>			
Exposure (hours/day)		<u> B </u>			
Unavoidable Hazards					

Mechanical A
Electrical A
Burns A
Moving objects A
Heights A
Cramped quarters A
Other _____ A

**Protective Clothing or
Personal Devices** A