Cornell Fitness Centers

Fitness Monitor Position Description

Please take a moment to fill out the application. Upon completion you may drop it off in 319 Helen Newman Hall. Please direct any questions about the application and process to Matt Hayes Coor. of Fitness Operations at mh249.

We hire outgoing Cornell students with good communication skills who are friendly, professional, and willing to learn.

EMPLOYMENT PERIOD

Our student employment period runs from August to May of each school year. Shifts are typically 2-3 hours in length. Working during the summer and during breaks is available and optional.

PAY RATES AND INCENTIVES

The starting rate is $10.00 per hour. All CFC staff members receive a free membership following the completion of basic staff training. Employees are reviewed using the CFC 5 Star Program and top performers advance when requirements are completed.

JOB REQUIREMENTS

- Student Fitness Monitors must work a minimum of 4 hours and up to a maximum of 19 hours per week during the entire academic year. They can be scheduled at any of our sites: Helen Newman (Fitness Center and Issue Room), Teagle (2 facilities), Appel Commons, Noyes.
- New hires must be able to present valid documents establishing Identity and U.S. work eligibility. www.uscis.gov/i-9-central/acceptable-documents
- New employees will be required to obtain current CPR, AED, and First Aid certification from the American Red Cross. Certifications must be obtained prior to working scheduled shifts and within the first month of employment.
- Attend all 5 required training classes during the first semester of employment.
- Presentable appearance.
- An active e-mail account is also necessary to check staff notices.

JOB OVERVIEW

- Ensure the environment is safe for participants by circulating and proactively monitoring for safety concerns.
- Be attentive to assisting participants.
- Maintain a positive and helpful attitude.
- Understand, and enforce all CFC policies and procedures in a firm, fair, and consistent manner.
- Demonstrate customer service skills by being enthusiastic, personable, and comfortable engaging with participants.
- Demonstrate willingness to learn.
- Anticipate schedule demands and manage time effectively.
- Attend mandatory and optional staff training classes.
- Feel comfortable using and demonstrating all the equipment.
- Answer questions and be able to direct comments and questions to the right people.
- Clean the fitness center and equipment.
- Be a responder in the event of an emergency.
- Attend mandatory and optional training classes.
- Be familiar with CFC emergency procedures and be confident in their implementation.
- Other duties as assigned.
- Have Fun!
Cornell Fitness Centers
Fitness Monitor Application

*NOTE: Please fill out this application carefully, it will be used to narrow the pool of candidates*

**General Information**

First Name: _____________________________ Last Name: _____________________________

Email: _________________________________ Cornell University ID Number: _______________

Campus Address: ____________________________ Phone: ________ -- _____________

Permanent Address: ____________________________ Phone: ________ -- _____________

Are you currently certified in the following:            CPR: YES  NO            Lifeguard: YES  NO
  Expires: ____/_____/____ Expires: ____/_____/____

  AED: YES  NO   First Aid: YES  NO
  Expires: ____/_____/____ Expires: ____/_____/____

How many hours per week you would like to work: ______________

**Academic Information**

Cornell Student: YES  NO UNDERGRADUATE  GRAD

Major: _____________________________ College: _____________________________

Expected Graduation Date: _____________________________

Work Study Eligible: YES  NO  UNKNOWN Cornell Tradition Fellow: Yes  NO  UNKNOWN

How many credit hours are you taking? ______________

**Extracurricular Information**

List your time commitments for the following: *(For example: Club Volleyball 5 hours per week)*

Outside Employment: _____________________________

______________________________________________

Sports (Varsity, Club, Intramural): _____________________________

______________________________________________
Fraternity/Sorority: ________________________________

Clubs and Other Activities: ________________________________

List your prior job experience, fitness related activities and leadership experience: (You may submit a one-page resume in addition to this application.)

Fitness Monitor Application Questions

1. Why do you want to be a fitness monitor?

2. Please give specific examples of how you would help to create a positive environment for our members during your shift.

3. What skills do you have that you are looking to further develop in the fitness monitor position?
4. Describe a job requirement you’ve had in the past that you didn’t enjoy. How did you keep yourself motivated to fulfill the task?

5. How did you first hear about the fitness monitor position? If a current staff member referred you to the position please list the name of the staff member.

Please return completed application, and copy of certifications/qualifications to Helen Newman Hall Room 319.

Comprehensive staff training sessions are offered throughout each semester. Cornell Fitness Center employees are expected to attend all staff meetings and required training sessions.

To the best of my knowledge, the above information is accurate. I understand that if hired by Cornell Fitness Centers and my work is unacceptable, the program has a right to find a replacement.

Signature: _______________________________ Date: ________________