

ANNOUNCEMENT OF VACANCY

(Pending funding approval)

POSITION: Graduate Assistant for Fitness; 9 month position; reports to the Assistant Director of Recreational Sports for Fitness; starting date is August 24, 2009.

QUALIFICATIONS: Required: completed Application Form (access the form at <http://www.cortland.edu>, click on Graduate Programs, click on Assistantships); Bachelor's Degree; two letters of recommendation with at least one coming from a person familiar with applicant's ability to do graduate work.

Desired: experience in the fitness industry; education or training in fitness, Physical Education, Exercise Physiology, Health, Wellness, or other directly related area; personal training certification (ACSM, NSCA, ACE, AFAA, or other); good leadership, customer service, decision-making, interpersonal, and organizational skills; ability to work well with students, faculty and staff; certification in CPR/First Aid /AED; and experience in personnel supervision.

RESPONSIBILITIES: assist with scheduling, training, supervising, and evaluating all fitness facility employees including front desk attendants, fitness and group exercise instructors and personal trainers; oversee the day-to-day operation of the Tomik and Woods Fitness Facilities (with special emphasis on the Woods Facility); oversee cleaning responsibility system for all fitness facility employees; attend all EXS 196 & 296 training sessions on Thursday and Friday mornings; routinely inventory equipment, accessories and supplies; responsible for covering shifts within the fitness facilities when needed; attend all Recreational Sports Department staff meetings; assist with all Recreational Sports special events; night and weekend supervision of student workers is required; and physical labor is required.

SALARY: \$7,720 per year plus tuition waiver for 6 credit hours of graduate work per semester.

APPLICATION: completed applications with letters of recommendation are due in the Graduate Studies Office, SUNY Cortland, 216 Brockway Hall, Cortland, NY 13045. Review of applications will begin immediately and will continue until the position is filled.

SUNY Cortland is an AA/EEO/ADA employer