Federal Work Study Job Listing

Job Title: Athletics Assistant

Department/Agency: BHCC Athletics

# of positions available: 4-5

☒ On Campus ☐ Off Campus

Job Responsibilities:

Students will help with Fitness Center and Athletic Office coverage. These duties include but are not limited to; check in/out of the fitness center users, wiping down the equipment 2-3 times during the shift, making sure the front desk/fitness center stays tidy, put away equipment at the end of the shift (if any), providing front desk coverage in the Athletics Office when needed under the guidance of the Athletic Director or Assistant Athletic Director.

Job Qualifications (training, experience, technology, skills, etc):

- Willingness to work on during the regular work hours (10am-5pm). Fitness Center will need coverage 10am-2pm (Monday through Thursday), Athletics Office may need coverage anytime between 10am-5pm (Monday through Friday).
- Those with an interest or advanced knowledge of sports and athletics will receive priority, especially those whom have previous work experience in fitness center and/or athletic office at the high school or collegiate level.
- High quality communication skills and being on time extremely important for this position.
- Must be enrolled in at least 6 credits for the spring 2022 semester
- Must be eligible for the federal work study program as determined by the financial aid office.

Skill Development Areas:(Check all that apply) ☒ Listening ☒ Customer Service ☐ Time Management ☒ Multitasking ☒ Communication ☒ Intercultural Proficiency ☐ Student Learning ☐ Organization ☐ Other:___________________

Approximate Start Date: March 28th 2022 or later

Duration (check one): ☐ Academic Year ☐ Fall Semester ☒ Spring Semester ☒ Summer Semester

Approximate Hours Per Week (Maximum 18.5): varies; flexible schedule

Contact Information

Supervisor’s Name: Sercan Fenerci

Supervisor’s Email: sfenerci@bhcc.edu

Phone: n/a

Post this position? ☒ Yes ☐ No