

**Worcester County Department of Recreation & Parks
6030 Public Landing Rd
Snow Hill, MD 21863**

Position Title: Program Monitors for Gym
Temporary - Grade 8/Step 8- \$15.86 Hourly

Department: Recreation & Parks Department

Date: July 1, 2021

Reports to: Recreation Facility Superintendent

Position Summary: It is the responsibility of the Gym Monitor to supervise, oversee, and manage the gym in conjunction with the Recreation Facility Superintendent. This position may be required to assist other staff with program set up or take down.

General Requirements:

- Pre-employment background check.
- Must be at least 18 years or older.

Position Duties:

Essential:

- Greet all participants and the public in a friendly and courteous manner.
- Provides general recreation and parks information to the public.
- Help supervise, oversee, and manage the gym and program area as assigned.
- Set up and clean up all necessary equipment for the gym.
- Monitor the gym area to make sure that all participants and spectators are behaving in a safe, responsible manner.
- Notify the Recreation Facility Superintendent, Recreation Superintendent, or Program Manager on duty, of any problems.
- Assist with cleaning duties within the gym area in addition to restrooms and fitness room.
- Remain on site until all participants have left the area.
- Promote the Worcester County Recreation programs to the public in a positive manner.
- Follow accident and incident procedures as outlined in the emergency procedures manual for part-time staff.
- Must be able to maintain confidentiality and a professional attitude at all times.
- Adhere to the Worcester County Government Personnel Rules & Regulations;
- Performs all other duties as assigned.

Required Knowledge, Skills, & Abilities:

Mental Effort:

- Exhibit the ability to solve practical problems that may include a variety of variables with limited standardization and the ability to interpret instructions.
- Exhibit mathematical calculations involving addition, subtraction, multiplication and division.
- Ability to follow verbal and written instructions; keep records and logs; complete written forms; and to communicate effectively with the public and coworkers.

- Ability to apply acquired knowledge to increasingly varied and complex tasks.

Physical Effort:

- Perform light work, which includes exerting up to 20 pounds of force occasionally and up to 10 pounds of force frequently, and exerting a negligible amount of force constantly to move objects.
- Possess vision clarity from a distance up to and beyond 20 feet. Possess the ability to judge distance and space relationships, to be able to see objects where they actually are.

Machines, Tools & Equipment:

- Possess the basic abilities to carry and set up the gym.

Working Conditions:

- Employee is subject to an environment with an average noise level.

Education, Experience and Training:

- Must be at least 18 years or older.
- A criminal background check and child abuse clearance must be performed for employment.
- Possess the ability to become familiar enough with details of the job to do it reasonably well within 2 weeks or less.
- Dress and act appropriately at all times, serving as a positive role model for youth.

Safety Analysis:

(Rarely (<5% of the time), Occasional (5-25% of the time), Frequent (25-75% of the time); Constant (<75% of the time)

Medium Work; Constant viewing, hearing, talking, and lifting up to 10lbs; Frequent standing, carrying, pushing, pulling, walking and lifting and moving of objects up to 25lbs; Rarely up to 50lbs. Known hazards include risks associated with heat, humidity, noise, poor ventilation, slippery and uneven surfaces, weather and vibration. Work environment involves everyday risks typical of such places as parks, playgrounds, and swimming pools. Environment may also involve Exposure to adverse, inclement weather conditions.