



Assistant Fitness Supervisor

Dundee Township Park District

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Closing Date: 2026-11-13

Salary: \$20.00- \$24.00 per hour DOQ

Description:

Join Our Team as an Assistant Fitness Supervisor!

Are you passionate about fitness, customer service, and creating exceptional member experiences? The Dundee Township Park District is seeking an organized and motivated **Assistant Fitness Supervisor** to help oversee daily fitness center operations, support staff, and ensure our members enjoy a safe, welcoming, and high-quality fitness environment.

What You'll Do

As an **Assistant Fitness Supervisor**, you'll:

- Assist with the daily operations of the fitness center.
- Supervise and support fitness staff, including attendants and personal trainers.
- Help recruit, train, and onboard new fitness team members.
- Assist in planning and implementing fitness programs, events, and member activities.
- Promote positive member relations and provide excellent customer service.
- Monitor fitness equipment and facility conditions to ensure a safe environment.
- Maintain inventory of fitness supplies and equipment.
- Support staff meetings, trainings, and annual evaluations.
- Assist with membership records and administrative duties.
- Represent the Dundee Township Park District with professionalism and enthusiasm.

Who You Are

You're a team-oriented fitness professional with:

- A bachelor's degree in Exercise Science, Kinesiology, Parks & Recreation, or a related field.
- Knowledge of health, wellness, and fitness equipment.
- Strong organizational, time management, and leadership skills.
- Excellent communication and customer service abilities.
- The ability to manage multiple projects and priorities.
- Experience working independently and as part of a team.
- CPR/AED/First Aid certification, or the ability to obtain certification within three months.
- Proficiency with Microsoft Office and general computer systems.
- A valid driver's license.
- Availability to work occasional evenings and weekends.

Schedule

- Monday- Friday, approximately 30 hours per week.
- Occasional evening and weekend hours as needed

In exchange for your time and talent, we offer benefits, including:

- Free fitness memberships to our unique fitness facilities
- Free/discounted District programs, merchandise, and concessions
- Consumer Credit Union
- IMRF Participation

Ready to Join Us?

If you're looking for an opportunity to grow your fitness and recreation career while making a positive impact in the community.

Apply here: <https://dtpd.bamboohr.com/careers/229>

We look forward to welcoming you to the Dundee Township Park District team!