Fitness Center Operations Manager
Lemont Park District

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Closing Date: 2016-11-27
Salary: 35,911 - $40,000+ DOQ

Description:
The Lemont District is seeking qualified individuals for the Full-Time (Nonexempt) Fitness Center Operations Manager position.

QUALIFICATIONS: A Bachelor’s degree in exercise science, physical education, recreation or other health related field. Fitness management, customer service and program planning skills are required. Minimum of three years’ experience in related field or any equivalent combination of education, experience and training preferred. Personal training certification and CPRP preferred. Microsoft Word and Excel skills required. Must have a valid Illinois Driver’s License and be able to provide own transportation. Must be CPR/AED certified.

JOB SUMMARY: The Fitness Operations Manager is responsible for planning, budgeting, organizing and safety of all operational and program functions of the CORE Fitness Center. This position is specifically responsible for promotion and sales CORE fitness memberships and fitness center activities through special events and community group involvement, member retention, incentive programs, recruitment, member communications, supervision of childcare, personal training, group exercise, fitness programs and the indoor triathlon.

This position is also responsible for researching equipment purchase recommendations and supplies including implementing the planning and development of capital assets to include membership feedback promotion, organizing equipment launching events and conducting staff and member training of new equipment.

This is an at-will position.

SCHEDULING & PAY: This is a full time year round position. Daily schedule will vary based on facility hours of operation which will include nights and weekends based on program, facility, and member needs. Target hiring range is $35,911 - $40,000+, dependent on qualifications.

Excellent benefit package, including:
Medical Coverage, PPO or HMO • Dental Coverage • Prescription Coverage • Vision Reimbursement Program • Life Insurance • Short- and Long-Term Disability (IMRF) • Pension / Defined Benefit Plan
For more information and a full job description, or to APPLY ONLINE, please visit www.LemontParkDistrict.org