



Exercise Science Intern

Volunteer Position Description

LOCATION: Aloha Swim Center, Beaverton Swim Center, Cedar Hills Recreation Center, Conestoga Recreation & Aquatic Center, Elsie Stuhr Center, Garden Home Recreation Center, Harman Swim Center, Tualatin Hills Aquatic Center & Sunset Swim Center

REPORTS TO: Program Coordinator or Center Supervisor

AGE REQUIREMENTS: Must be 18 years or older

TIME COMMITMENT: 4 – 40 hours a week for a minimum of three months; must complete a minimum of 120 hours of service total

POSITION SUMMARY: This volunteer position provides support for fitness classes, personal training sessions and overall fitness program management.

BENEFITS:

- Opportunities to build your resume in the field of exercise science, while impacting the lives of the local community through positive service, fun activities and educational opportunities.
- Opportunities to learn about the park district, future paid position opportunities, programming and events.
- Opportunities to work with seasoned staff, who have years of experience managing recreation and athletic programs.
- Obtain experience interacting with program participants and parents of all interest levels, backgrounds and ethnicities, ages and education levels, as a representative of the park district.
- May receive First Aid, CPR and AED training.

SUMMARY OF DUTIES (includes, but not limited to, the following):

- Provide support and instruction to fitness classes, sports camps, clinics and at fitness-oriented events.
- Provide orientations on district fitness areas, equipment, and programs.
- Assist with the setup, maintenance and cleanup of fitness areas.
- Produce fitness-related articles for publication and assist with other office tasks.
- Keep staff informed of unusual situations, safety concerns, injuries and other issues that may arise.
- Promote positive use of district parks and prevent damaging behavior, when appropriate.
- Record volunteer hours through a THPRD online volunteer account or in the Volunteer Hourly Log Book, if one is kept onsite.

- Other related duties as assigned.

QUALIFICATIONS:

- Knowledge of or a willingness to learn fitness programming and community engagement techniques.
- Must be reliable, dependable, confident when speaking to strangers and able to adapt to changes in schedules and situations.
- Must be able work independently and follow instructions.
- CPR, First Aid and Epinephrine certification preferred, but not required.
- Must possess good communication skills and be a team player.

EXPECTATIONS:

- Attend all required trainings and meetings.
- A willingness to learn about the park district and park regulations.
- Each volunteer is expected to perform tasks that are within his/her physical capability.
- Each volunteer should understand that as a volunteer he/she is a representative of the park district and should act in a manner that promotes the park district in a positive manner.
- Each volunteer is expected to be timely and available to attend scheduled shifts. If a volunteer is unable to attend their scheduled shift, they need to contact their staff supervisor directly.
- Each volunteer will receive ongoing feedback from their supervisor on how to improve their techniques. A formal evaluation may take place at the end of the volunteer commitment.

BACKGROUND CHECK: A background check is required for this position if the applicant is 18 years or older.

I.D. BADGE: A photo I.D. badge will be provided for this position.

WORKING CONDITIONS: Duties may be performed in indoor and/or outdoor settings. Manual dexterity and coordination are required, making up more than 50% of the work period. Position is typically exposed to noise, fluorescent lights, heat, humidity, sunlight, wind, cold, wet, slippery surfaces and a variety of settings, including ball field, playgrounds, swim centers, trails and natural areas. Position requires long periods of standing, sitting and walking; may also require repetitive foot, arm, shoulder, hand and back movements, crouching, bending, kneeling or reaching.

APPLICATION INFORMATION: If you are interested applying for this position, submit a completed volunteer application at

<https://www.volgistics.com/ex/portal.dll/ap?ap=1662149983>.