

# Federal Work-Study (FWS) Job Description

## FWS Eligibility

To be eligible for a Federal Work-Study position, student must:

- Have a current FAFSA and completed financial aid file at NWACC
- Have remaining student aid eligibility
- Maintain satisfactory academic progress towards
- Be enrolled in a current or future term at NWACC

<b>Position Title</b>	Fitness Center Supervisor	
<b>Purpose/Role of this Position</b>	To provide a clean, safe and helpful workout environment for Students, Staff, and Faculty.	
<b>Department/Agency</b>	Social & Behavioral Sciences	
• Position Location	BH 1459	
• Campus or City	Main Campus, Bentonville	
<b>Hours Per Week</b>	Up to 19	
<b>Hourly Pay Rate</b>	\$11	
<b>Position Dates</b>	Begin: November 1, 2021	End: June 24, 2022
<p><i>Beginning date will be the latter of: the above date or first day of pay period following completion of background check and new-hire processing</i>  <i>Ending date will be the earliest of: the above date, the last day of the student's eligibility, or the student's date of resignation/termination</i></p>		
<b>Position Supervisor Name</b>	Ashley May	
• Supervisor Email	<a href="mailto:Amay2@nwacc.edu">Amay2@nwacc.edu</a>	
• Supervisor Phone	479-619-4149	
<b>Job Duties may include:</b>	<ul style="list-style-type: none"> <li>• <b>Ensures center rules, safety standards and sanitation requirements are followed.</b></li> <li>• Monitors and inspects cardiovascular machines, free weights, and machine weights.</li> <li>• Provides customer assistance as needed. Provides instruction to patrons in the proper use of the facility equipment to include cardiovascular equipment.</li> <li>• Performs routine daily maintenance tasks such as cleaning equipment and minor repairs on facility equipment.</li> <li>• Documents and reports all equipment malfunctions and safety hazards to the center director.</li> <li>• Schedules orientations for new users.</li> <li>• Assists in the inventory and requisitioning of supplies and parts for the fitness room.</li> <li>• Monitors faculty/staff and students as to their current membership status.</li> <li>• Assists with the set-up of any piece of equipment or weight machine and properly provides spot to users.</li> <li>• Keeps the fitness floor clean and makes sure all weights are in their proper place.</li> <li>• Puts weight benches and machines back in the proper locations after use</li> </ul>	
<b>Job Qualifications</b>	The employee is occasionally required to sit; climb or balance; and stoop, kneel, crouch or crawl. The employee must frequently	

	<p>lift or move up to 50 pounds and occasionally lift or move up to 200 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.</p> <ul style="list-style-type: none"> <li>•</li> </ul>
<b>Evaluation Procedures</b>	<i>FWS Supervisors are encouraged to evaluate new FWS employees after 30 days and at least annually.</i>

*NorthWest Arkansas Community College is an equal opportunity, affirmative action institution. The college welcomes applications without regard to age, race, gender, national origin, disability, religion, marital or parental status (including pregnancy).*