

Job Description

Position Title: Wellness Center Supervisor (Temporary Position)

Purpose of Position

The Wellness Center Supervisor supervises all activity in the DMCS Wellness Center.

Position:

- Part-time
- Hourly
- Temporary position

Reports To: Athletic Director

Evaluated By: Athletic Director

Direct Reports: None

Qualifications:

- High School diploma or equivalent, preferred.
- Ability to lift 30 lbs.
- Born-again Christian.
- In agreement with the Des Moines Christian School (DMCS) Statement of Faith.
- Active member/regular attendee of Bible believing church and committed to growth in a Biblical Worldview.

Professional Profile:

- Committed to the mission of DMCS.
- Maintains confidentiality.
- Demonstrated effective communication skills.

Responsibilities:

- Supervises all activity within the Wellness Center.
- Maintains appearance and overall environment of Wellness Center.
- Provides orientation and training on proper techniques to users when necessary.
- Is service oriented to all users.
- Enforces rules and regulations of the Wellness Center.
- Communicates any concerns including disciplinary issues to the Athletic Director to ensure resolution.