

SIPEKNE'KATIK  
522 Church Street  
Indian Brook, NS  
B0N 1W0

Tel: 902.758.2049  
Fax: 902.758.2017



**Fitness Support Worker (4 positions)**  
Sipekne'katik First Nation

**Application Deadline:**  
Thursday May 2, 2024 at 12:00noon

**Anticipated Start Date:**  
June 18, 2024

**General Description:**

Under the direction of the Recreation Manager the Fitness Support Worker is responsible for enforcing the rules and policies of the fitness center. This position monitors the fitness center and all the participants by providing guidance and direction on the appropriate and safe use of equipment. This position is also responsible for ensure regular cleaning and maintenance of facility and equipment is completed and complies with manufacturer and Health & Safety guidelines

**Responsibilities:**

This position will be required to work some mornings, evenings and weekends.

- Accurately handing cash transactions, including daily deposit sheet and ensuring proper documentation is submitted daily to management.
- Maintain fitness equipment and promptly report any damages, malfunctions or safety concerns to management.
- Perform opening, closing and daily duties to ensure the facility is meeting minimum safety standards, expected level of cleanliness and security.
- Enforcing facility policies and procedures and completing incident/accident reports to be provided to management at the end of every shift.
- Maintain and clean Fitness Equipment and report any damages or safety concerns immediately to management.
- Maintain and clean fitness facility, this includes, but not limited to; washrooms, windows, floors, etc.
- Maintain accurate patron sign-in records.
- Provide guidance, support and assistance to patrons with the use of equipment, proper technique and spotting when required.
- Handle Fitness Centre Admin duties such as photo copying any forms needed, membership cards, receipts, proof of purchase sheets, etc.

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- Other duties as reasonably required by the Manager/Director; may include, but not limited to: report writing, facilitation, and/or special projects.

This work description has been designed to indicate the general nature and level of work performed by employees in this classification. It is not defined to contained or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the job.

**Qualifications:**

- Must have a Grade 12 Diploma or equivalent.
- Must be certified in First Aid and CPR/AED (or willing to be certified asap)
- Willing to work early mornings, nights, holidays, and weekends.
- Personal Training/Fitness Training certificate is considered an asset.
- Criminal Record Check and Child Abuse Registry Check is required.

Please apply with a resume, cover letter, criminal records check, child abuse registry and three work references to:

Human Resource Department  
Email [employmentapplication@sipeknekatik.ca](mailto:employmentapplication@sipeknekatik.ca)

Or

Mai/drop off: 522 Church Street, Indian Brook, NS B0N 1W0

*We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. The Band will not assume any expenses related to any job application process, included but not limited to travel, relocation, and application development. Please note certain positions come with mandatory employee benefits.*

**Only those applicants who qualify for an interview will be contacted.**

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