SAN ANTONIO SPORTS POSITION TITLE: Fit Family Challenge Coordinator
DEPARTMENT: Youth & Community Programs
REPORTING RELATIONSHIP: Director of Youth and Community Programs
DIRECT REPORTS: None

JOB DESCRIPTION:
San Antonio Sports is seeking hardworking, team-oriented individuals to join the youth and community programs department as a seasonal Fit Family Challenge Coordinator. Fit Family Challenge (FFC) was established in 2010 to improve the health and wellness of San Antonio families living in areas with high rates of diabetes and obesity. FFC provides adults and children with routine, family-friendly physical activity, nutrition education and health screenings to support a healthy lifestyle. FFC is conducted for 12 weeks each summer and consists of 96 free weekday group fitness classes and three ‘Big Events’ held at the beginning, middle and end of the program.

Fit Family Challenge Coordinators will be responsible for the day-to-day operation and execution of Fit Family Challenge fitness classes and Big Events. Certified fitness instructors will lead the fitness classes. Fit Family Challenge Coordinators will be responsible for executing program registration, check-in and on-site administrative duties at each class.

DUTIES:
• Manage set-up, registration, check-in and execution of weekly fitness classes
• Manage inventory, organization, and distribution of prizes
• Package program materials and assist with distribution
• Facilitate weekly phone calls to program participants
• Assist in the planning and implementation of three FFC ‘Big Event’ 5Ks
  o Event Dates: May 11, June 22, and August 10.
• Transfer data from paper formats into computer files and database systems
• Other duties as assigned

REQUIREMENTS AND QUALIFICATIONS
• Currently pursuing or completed bachelor’s degree
• Ability to work evening and weekend hours
• Ability to lift and move 25 pounds
• Comfortable with speaking in front of groups of 50-100 people
• Capable of standing for up to six hours
• Prior event experience is preferred, but not required
• Flexible schedule
• Exhibits attention to detail and able to provide a high level of customer service
• Must be able to provide own transportation
• Must be able to work May 11, 2019 – August 12, 2019
• Fluency in Spanish is appreciated

HOURS & PAY:
• 20 - 30 hours per week
• $15.00 per hour

TO APPLY:
• Send your resume, cover letter and three references to madkins@sanantoniosports.org