



Glassboro Public Schools  
Request for Board Action

**Requestor:** Mr. Lynch

**Building:** GHS

**Date:** April 22, 2021

**Action to be Approved:** GHS Weight Room Supervisor Job Description

**Fund Source:**

**Amount:**

**Requisition #:**

Request to revise the GHS Weight Room Supervisor position. The expectations for this position are as follows:

**General Summary:** In accordance with district policies and procedures, the supervisor must operate within the general guidelines of the athletic program and provide leadership and coordination of weight activities that are sport specific. He/she must ensure a safe and secure environment that will allow students to improve in all areas of total body fitness. This includes educating all students (athletes as well as non-athletes who choose to attend) in the areas of nutrition, drug awareness, and character education. Professional development will be encouraged, and opportunities for certifications can be explored.

**Reports to:** Director of Athletics

**Facility Hours:** Daily (Five to six days per week). Lifting sessions will be held from 3 pm until varsity practices have concluded. Students who are not members of current sports teams will be encouraged to come early, while sports teams will be encouraged to attend later in the afternoon (after 4pm if possible).

**Essential Functions:**

- Coordinate and schedule the use of the weight room with coaches based on the needs of their program. Publish schedule of use for all sports for each season.
- Work collaboratively with coaches to create/implement a lifting regimen that augments each team's improvement goals.
- Allows students who do not participate on an athletic team to use the weight room facility.
- Formulate goals/objectives and programs for each student who participates in the Weight Room Program
- Promote the general health and welfare of each participant and give appropriate attention to injured and/or ill students under his/her supervision. Prepare incident and injury reports when appropriate.
- Respond to and follow all emergency procedures (should be first aid/CPR certified as well as Epi-pen trained).
- Develop and enforce weight room conduct regulations in cooperation with the athletic director.
- Provide Equipment Orientations to patrons
- Assume responsibility for the cleaning and maintenance of all weight machines and equipment.
- In cooperation with the Athletic Director, develop and follow a regular maintenance schedule for all weight machines.
- Perform other duties or tasks related to the Weight Room Program as requested by the athletic director.

**Physical Demands:**

- Able to lift 50 lbs. and move it 50 feet.
- Ability to maintain visual contact with areas being used.
- Able to assist injured participants.
- Ability to move various pieces of training equipment.

Note – Oppositely, the Fitness Club ran one hour a day (2:30-3:30) on M, W, and TR.