



PJCC - Fitness Attendant FT

Job Type: Fitness Attendant (Full-Time)

Rate of Pay: \$45,000.00 - \$48,000.00 annually

Location: Prosserman Jewish Community Centre, 4588 Bathurst St, North York

Schedule Requirements:

Candidates must be available for:

- **5:00 AM – 1:00 PM**

We are currently seeking coverage for schedules that will generally fall:

- **Sunday to Thursday**

Who We Are:

The Jewish Community Centre (JCC) is more than just a workplace it's a vibrant hub of culture, connection, and community. As one of the largest engagement platforms in the Greater Toronto Area, we offer a diverse range of programs, including arts, fitness, education, daycare, summer camps, and more. With a bold goal to triple our community engagement by 2026, we are on a transformative path to become the beating heart of Jewish life in the region. Join us in shaping the future of the JCC experience for 75,000+ people annually!

Are YOU Our Next Fitness Attendant?

Build Connections. Inspire Healthy Living. Make an Impact Every Day.

At the Prosserman Jewish Community Centre (PJCC), we believe that fitness is about more than exercise it's about community, connection, and well-being. We are looking for an energetic, customer-focused, and dependable Fitness Attendant to join our team and help create an exceptional member experience.

As the welcoming face of our Fitness Centre, you will play a key role in supporting members on their wellness journey, building meaningful relationships, and maintaining a safe, clean, and engaging fitness environment. If you enjoy helping people, thrive in a fast-paced environment, and are passionate about health and fitness, we would love to meet you.

What You'll Do

Create an Outstanding Member Experience

- Welcome members and guests to the Fitness Centre and provide exceptional customer service.
- Build positive relationships with members and support member engagement and retention.
- Respond to member inquiries and provide information regarding fitness programs, services, and facility policies.
- Assist members with navigating the fitness centre and accessing available services.
- Promote a positive, welcoming, and inclusive fitness environment.
- Support member onboarding initiatives, including scheduling and coordinating FitStart appointments.
- Address and de-escalate concerns, while enforcing member Code of Conduct.
- Assist with member outreach initiatives, including low user/retention calls.

Support Fitness Centre Operations

- Monitor the fitness floor to ensure member safety and adherence to fitness centre policies and procedures.
- Ensure fitness equipment is clean, organized, and functioning properly.
- Maintain the cleanliness and appearance of the Fitness Centre and surrounding areas.
- Report equipment concerns, maintenance needs, and safety issues to management.
- Assist with fitness programs, events, and special initiatives as required.
- Support group fitness attendance tracking and reporting.
- Assist with Pickleball equipment setup and takedown for programs and events.
- Support the delivery of member engagement activities and fitness centre initiatives.



Administrative Support

- Provide administrative support to the Fitness Department.
- Assist with Personal Training payroll administration and related documentation.
- Enter and maintain Personal Training bookings within Club Automation (CA).
- Assist with appointment scheduling, participant tracking, and program administration.
- Maintain accurate records and assist with departmental reporting as required.

Be a Team Player

- Work collaboratively with fitness staff and other departments to deliver an exceptional member experience.
- Assist with administrative tasks and member service initiatives as required.
- Support the overall goals and success of the Fitness Department.
- Support promotion and marketing initiatives.

What You Bring

- Passion for fitness, health, and helping others achieve their wellness goals.
- Excellent customer service and interpersonal skills.
- Strong communication and problem-solving abilities.
- Ability to work independently and as part of a team.
- Strong organizational skills and attention to detail.
- A positive attitude and commitment to creating a welcoming environment for all members.
- Comfort working with scheduling systems, databases, and administrative processes.
- Current First Aid and CPR Certification.
Fitness, Kinesiology, Recreation, or related education.

Bonus Points

- Previous experience in a fitness centre, recreation facility, or customer service environment.
- Experience using Club Automation or similar membership management software.
- Knowledge of fitness equipment and exercise best practices.

What You Can Expect

- Free JCC Membership – Swim, work out, and enjoy our fitness classes and programs.
- Medical and Dental Benefits through Equitable Life.
- Generous staff discounts on camps, swimming lessons, personal training, sports leagues, and more.
- Free parking.
- Paid vacation and sick days.
- Paid time off when the JCC closes for Jewish holidays that fall on a scheduled workday.
- A people-centred workplace that values flexibility, well-being, and work-life balance.
- The opportunity to work with passionate community builders and make a meaningful impact every day.

To Apply:

We welcome and encourage applications from all qualified candidates. Accommodation is available upon request throughout all stages of the hiring process and will be provided wherever possible. Please submit your resume to **Mari Beiles, HR Generalist, at mari@srcentre.ca** no later than **Friday July 10**.

We appreciate your application; however, we will only be contacting the candidates we wish to interview.

Don't self-select out if you're missing a bullet point or two of this job description from your resume. We are open to candidates of all backgrounds and are committed to cultivating a diverse and inclusive team. If this job description energizes you, let's talk. The JCC does not use AI in hiring selection.