City of Mason

Employment Opportunity
For
Gymnastics Attendant

Hiring Range:	**$15.30 - $18.81 HR (DOQ)**	**Classification:**	**Assistant**
Reports To:	**Program Supervisor**	**FLSA:**	**Non-Exempt**
Posted:	**10/01/2026**	**Department:**	**Parks & Recreation**
Working Hours:	**Varies**	**Status:**	**Part-time**

General Statement of Duties and Distinguishing Features of Class

To plan and lead a variety of safe, effective and fun gymnastics and tumbling programs at the Mason Community Center and future new gymnastics space.

Examples of Work (Illustrative Only)

- Demonstrates courteous, polite and respectful behavior to all patrons and facility staff members.
- Enforces facility and program rules and regulations in a friendly, firm and consistent manner.
- Development, implementation and execution of gymnastics and tumbling classes for ages 18 months and up including pre-team, special events and future team gymnastics.
- Monitors the safe and appropriate use of instructional equipment during class. Maintains accountability and proper storage, and reports maintenance or repair requests in a timely manner.
- Provides support, information, referrals and qualified instruction to participants seeking information on gymnastics programs.
- Prepares and maintains administrative records and paperwork as requested.
- Attends in-service training sessions and/or staff meetings as requested.
- Upholds the policies and procedures of the City of Mason and Parks & Recreation Department.
- Displays knowledge of the department's *Infectious Material & Exposure Incident Policy* and facility Emergency Action Procedures.
- Administer and record any necessary first aid/victim care within the level of emergency training.
- Demonstrates knowledge of all emergency procedures throughout the recreational areas.
- Performs other duties and responsibilities as required.

Skills, Knowledge, and Abilities: The following is preferred

- Possess and maintain current certification in American Red Cross *Standard First Aid and CPR*
- Previous experience in leading a variety of gymnastic classes, highly desirable
- Ability to teach a variety of gymnastics and tumbling classes and able to customize a class format to a particular group's needs.
- The desire to obtain additional information on industry standards and trends

Physical Requirements:

- Work in a recreational environment.
- Frequent walking and standing.
- Ability to lift/carry objects up to 50 pounds.
- Ability to stoop and crouch or stand for extended periods.
- Ability to hear with or without hearing devices.
- Ability to see and use prereferral vision with or without corrective lens.
- Perform exercises as required.

I understand that I am applying for employment at will, and nothing in the job description and no oral statements made to me in connection with this job description can be construed as a contract of employment.