



**Minturn Fitness Center
Volunteer Membership Trade Pilot Program**

Program Details:

- This is a seasonal program – currently planned for winter 2020 / 2021 and will be re-evaluated in the spring of 2021
- Free monthly (individual) pass in exchange for working a minimum of four hours/month (this will average two shifts/month). Additional shifts may be available on an as-needed basis
- Shifts will be at scheduled times / shifts, to fill in gaps in scheduling
- Volunteers will be asked to provide general shift availability information to MFC Administrator so that information can be used for scheduling
- Shifts needed are primarily evening and weekend shifts, although there are also morning and midday shift needs periodically
- Schedule is done weekly, so a minimum 7 days advance notice would be provided
- Once enough volunteers are signed up, the program will be closed to new sign-ups
- Not an MFC employee – volunteer and liability waivers must be signed identifying non-employment status
- Volunteers may work out during their shift once they've checked everyone in, provided there is still enough time to complete all other required duties (such as closing duties).
- Volunteers may have the option to request additional open gym shifts with advance approval, and if scheduled regularly (for instance, an 8-10pm open gym time slot or other time slot not currently offered). This requires advance approval from MFC Administrator (Kris Bowers) and/or Town Staff (Cindy Krieg).
- Volunteer Training will take place with MFC staff prior to first scheduled shift.

Volunteer Expectations:

- Provide general availability to MFC Administrator for scheduling purposes
- Adhere to all current health and safety guidelines
- Adhere to all MFC rules and regulations
- Provide great customer service to all MFC members
- Available for initial training, and any follow-up training as needed
- Will be trained on front desk customer service and opening / closing duties
- Communicate any schedule conflicts, emergencies, illness, etc to MFC administrator in a timely manner so that schedule may be adjusted (call-in procedures will be discussed during training).
 - Please note that failure to show up for any volunteer shift (without proper notice) will result in removal from the volunteer program

To Sign Up or for More Information, contact Kris Bowers
kbowers@minturnfitnesscenter.com, 970-790-5090.