



Job Description
HealthWorks Fitness Center

Job title: MASSAGE THERAPIST IV

Reports to: CAFÉ DIRECTOR

Level/Grade: N/A	Type of position: Commission Only	EEO Classification: Service Worker	Non-Routine Driver
-------------------------	--	---	---------------------------

Position Summary:
Responsible for performing massage therapy on members and guest of HWFC on a commissioned only basis.

Qualifications:
Current license in the State of Arkansas to perform massage therapy. Current certification in CPR and First Aid required must be obtained within 90 days of hire. The cost for CPR certification will be reimbursed by HFC. AED Certification required.

Evaluation Key: Met **(M)** Needs Improvement **(NI)** Not Met **(NM)** Work in progress **(WIP)**
Instructions: Complete electronically or in ink. Do not erase or use white out and initial any corrections. Give a key for all requirements. Include documentation for NI or NM keys in the comments field. Document any goals that are set during the evaluation. Give employees the opportunity to make comments or to respond in writing. Complete the recommendations section. Signatures are required from the supervisor and the employee.

Essential job functions:

Requirement	Key	Comment
Greet members and staff with exemplary service, a smile and empathy. Realize and support HWFC philosophy that members are individuals and their needs come first		
Promote and schedule massage services for all members and guests of HWFC.		
Follow all department and HWFC policies and procedures related to massage services, record keeping, clientele, equipment, and environment		
Educate, inform and promote massage therapy services to HWFC members and employees.		
Inform Cafe Director of personnel or member concerns, equipment or supply issues and any other key matters immediately.		
Responsible for cleaning of all sheets, pillow cases, towels and room.		
Provide all necessary oils and lotions associated with services offered		
Will not accept any form of gratuity for services rendered.		
Perform other duties as assigned or requested		

Adhere to Policies and Procedures:

Adhere to punctuality, attendance and absenteeism policies		
Adhere to dress code standards		
Keep informed of and comply with the non-discrimination policy:		

Evaluation Goals:

1.
2.
3.
4.

Recommendation:**Employee Comments:**

SHARE Foundation does not discriminate on the basis of race, color, national origin, handicap or age in admission or access to or treatment or employment in its programs or activities. Linda D. Stringfellow, President/ COO of SHARE Foundation, has been designated to coordinate efforts to comply with the Americans with Disabilities Act of 1991 which prohibits discrimination on the basis of handicap.

Physical Requirements

Light Work: Sitting/standing, exerting up to 20 lbs. force occasionally

The minimum requirements of an employee in this position:

- Ability to perform repetitive tasks and/or motions
- Ability to distinguish colors
- Ability to hear alarms/telephone/tape recorder/normal speaking voice
- Must exhibit good manual dexterity
- Must exhibit good eye-hand-foot coordination
- Clarity of vision with/without corrective lenses

Other requirements:

- Furnish own transportation

*This job description is a summary of the typical functions of the job, not an exhaustive or comprehensive list of all the possible job responsibilities, tasks, and duties. The responsibilities, tasks and duties of the jobholder of this position may differ from those outlined in this job description and other duties, as assigned, may be part of this job. This job description should not be construed to imply that these requirements and functions are the exclusive standards of this position.

SHARE FOUNDATION MISSION STATEMENT

The mission of SHARE Foundation is to identify, develop and foster programs and services that further the health and well being of the people of our community and surrounding areas.

Employee Signature: _____ **Date:** _____

Supervisor Signature: _____ **Date:** _____
