



2205 Jefferson Ave., Midland, MI 48640
Tel.: 989 923-4622 www.greatermidland.org

Member Service Specialist

Become part of the premier corporate wellness team in the Great Lakes Bay Region!

Greater Life is seeking friendly, out-going, service-oriented individuals for part-time Member Service Specialists. Member Service Specialists provide outstanding customer service, and are the first to interact with members and guests who participate in our programs. They are actively involved in registering participants for programs and maintaining the member database. Greater Life Member Service Specialists, as part of the Dow Health Services team, will also assist Dow Health Services by scheduling patient appointments, greeting patients, maintaining patient files, and general clerical work as necessary to support the overall Health Services function.

As the chosen fitness provider for The Dow Chemical Company in Midland, Greater Life spearheads wellness and recreation programs for all Dow employees, families, and retirees located in mid-Michigan.

Ideal candidates will:

- Be 18 years of age or older
- Have excellent verbal communication skills
- Have exceptional attention to detail
- Be able to multi-task well in a fast-paced environment
- Have basic computer and data entry skills

Cash handling and financial transaction experience is preferred, but we will train applicants with the positive, engaging attitude we seek. Candidates must be available for nights and weekends as required; be willing to work at all Dow fitness locations in Midland and Larkin Township; and must successfully pass a background check.

Interested applicants should submit resumes or completed applications to resume@greatermidland.org with "Member Services" in the subject line. Applications are available at www.greatermidland.org/jobs and the Midland Community Center Welcome Center. Application deadline February 22, 2012.



Greater Life is an operating unit of Greater Midland Community Centers, Inc., a 501(c)3 non-profit organization. GMCC is an equal opportunity employer.