

MANATEE YMCA JOB OPENINGS EFFECTIVE May 20, 2017

PARRISH BRANCH

(All Jobs are Part-Time unless otherwise noted)

Fitness Coach

As a Fitness Coach you will engage new members and follow them through their initial twelve weeks of exercise. You'll set goals, design individualized exercise program based on each member's age and fitness level, educate the member on general fitness principles for healthy living and monitor progress. You are responsible for the member's safety, track their appointments, document progress and meet weekly with the fitness director on member's progress. Must be professional, dependable and able to enforce and adhere to all rules and regulations of the fitness center and training policies.

- Knowledge of basic fitness principles, anatomy and physiology.
- Know how to take blood pressure, measurements and calculate target hear rate.
- Must exemplify a healthy lifestyle, have a professional appearance, be punctual and reliable.
- Have a positive, upbeat attitude.
- Must be able to work with a variety of clients and those with special medical concerns.
- Able to pass a background & drug screening.
- Must be able to complete the following training within 30 days of hire:
 - YMCA Foundations of Strength & Conditioning or have current Personal Training Certification.
 - YMCA Healthy Lifestyle course.
 - Fitness Instructor Training with Fitness Director.
 - Activtrax Training (online).
 - Able to pass background and drug screening.
 - Have current CPR/AED Pro and First Aid certification or complete within 30 days of hire.
 - Must complete Redwoods Risk Management online training and attend New Hire Orientation within 30 days of hire.

GEX – Cycle Instructor and TRX

Certified GEX instructors needed with open availability for morning and evening classes. Must be able to relate to members & class participants in a customer service, team oriented environment. Be able to motivate & express genuine concern & interest for members. Be enthusiastic & have a positive attitude about the Y, its members & other Y employees. Classes must adhere to the YMCA basic exercise standards & guidelines & exemplify a healthy lifestyle.

- Must hold current GEX certification through AFAA Primary Group Exercise or ACE or YMCA Foundations of Group Exercise plus desired format certification.
- Direct experience teaching hired format.
- Must be able to relate to members & class participants in a customer service, team oriented environment.
- Must be able to work with all types of individuals while carrying out the YMCA core values of honesty, caring, respect & responsibility.
- Must be dependable & flexible.
- Able to pass a background & drug screening.
- Must have current CPR/AED-Pro & First Aid certification or obtain within 30 days of hire.
- Must complete required Redwoods Risk Management training and attend New Hire Orientation within 30 days of hire.

Fitness Custodian

The Fitness Custodian is responsible for the cleanliness of the Fitness/Wellness Center by performing routine facility cleaning and minor repairs. Shifts needed are early morning 6am-9am and evenings 6pm-9pm. Duties include: Cleaning all exercise equipment including but not limited to: Cardio, strength machines, free weights & lift bars, cycle bikes, TRX & rowing machines plus general exercise equipment & mats; dust, mop, clean mirrors & windows; check, refill or replace: paper towels, wet wipes, anti-bacterial gel; pick-up any debris & trash; routinely walk fitness areas to ensure all surfaces & spaces are clean & sanitary. Perform minor repairs as needed and report more serious issues to the

Fitness and/or Branch Director. Ensure excellent member service by addressing member concerns in a professional and timely fashion.

- Must be at least 17 years of age.
- Able to perform all the physical aspects of the position which includes but not limited to: Standing for extended periods of time, moderate lifting, walking, bending, stooping, kneeling, reaching & twisting.
- Able to read & write clearly.
- Must be responsible & professional, punctual & reliable.
- Must be able to pass background and drug screening.
- Must have current CPR/AED-Pro and First Aid certification or obtain within 30 days of hire.
- Must complete required Redwoods Risk Management online training and attend New Hire Orientation within 30 days of hire.

Water Aerobics Instructor

A water aerobics instructor is needed to teach water fitness classes to participating adult members of all skill levels by following the YMCA teaching standards and procedures while maintaining a safe environment with particular attention to the health of the participants. Motivate class participants through creativity, positive reinforcement and an energetic personality. Effectively communicate the function of each exercise as to how it affects the body. Keep accurate class records, including health forms and medical releases.

- Must be at least 18 years of age with a minimum of three months direct teaching experience.
- Must be able to work with all types of individuals while caring out the YMCA core values of honesty, caring, respect & responsibility.
- Be punctual and dependable with a positive, upbeat attitude.
- Able to project voice so participants can clearly hear & understand instructions.
- Able to hear noises and distress signals.
- Maintain a professional appearance and follow Dress Code Standards as stated in the Employee Handbook.
- Prefer certified YMCA Water Fitness Instructor or must complete within one year of hire.
- Current certification in YMCA Lifeguard or YMCA Aquatics Safety Assistant certification or complete within six months of hire.
- Able to pass a background & drug screening.
- Must have current CPR/AED-Pro & First Aid certification or obtain within 30 days of hire.
- Must complete required Redwoods Risk Management online training & attend New Hire Orientation within 30 days of hire.

Aquatics Maintenance

Pool maintenance includes vacuuming the pool, cleaning the pool deck and gutters, polishing the stainless steel around the pool and cleaning the filtration system equipment. Ensure aquatics equipment is maintained properly and report any broken or damaged equipment to the aquatics director and property manager. Understand the purpose of all pool chemicals and cleaning products and know their proper use. Always wear appropriate personal protective equipment when carrying out duties, handling chemicals and cleaning products to promote safety and prevent accidents or injury. Additional responsibilities will include monitoring and restocking the First Aid station on a weekly basis and perform all necessary weekly and monthly checks of the AED equipment.

- Must be at least 18 years of age.
- Able to respond to safety and emergency situations.
- Able to work frequent long periods of 45-180 minutes of moderate to heavy work including but not limited to: Standing, walking, bending, stooping, lifting, sitting and cleaning.
- Must be able to make sound decisions, solve problems and have good judgment to know when to ask for assistance.
- Must be professional, dependable and reliable and able in working with all types of individuals.
- Must be able to pass background and drug screening.
- Must have current CPR/AED-Pro and First Aid certification or obtain within 30 days of hire.
- Must complete required Redwoods online training and attend New Hire Orientation within 30 days of hire.

Lifeguards

Lifeguards are to ensure the safety and welfare of all participants and employees in and around the aquatics environment at all times. Primary responsibility is to maintain order throughout the swimming pool and deck areas to prevent possible safety hazards and taking final authority in all situations. Must effectively and clearly communicate and enforce pool rules and policies to prevent accidents. Pool maintenance and cleaning is to be performed when not actively involved in surveillance and all daily aquatic activity and chemical testing logs must be completed.

- Must be at least 16 years of age.
- Current certification in ASHI or American Red Cross CPR/AED-Pro, First Aid and Oxygen Administration.
- Current YMCA, American Red Cross or Ellis Lifeguard training and certification.
- Crossover to YMCA Lifeguard certification within 1 year of hire.
- Must have an interest in working with all types of people.
- Able to move to various locations, including in and around an elevated chair.
- Communicate verbally, including projecting the voice across distances.
- Be able to hear noises and distress signals.
- Observe all areas of the water area.
- Perform all needed rescues and survival skills.
- Be dependable and reliable.
- Able to pass a background & drug screening.
- Must complete required Redwoods online training and attend New Hire Orientation within 30 days of hire.

Swim Lessons Instructor

Certified part-time swim instructors needed for a variety of shifts. Teach group swimming lessons to participants from six months old to adults at varying skill abilities by following the YMCA teaching standards & procedures. Instructors must work & communicate effectively with children & adults, maintain order & ensure the safety of all participants. Maintain records of skills, attendance & student progress on rosters & skill sheets. Complete all student progress reports & certificates as required & aid in communicating this information effectively with parents. Ensure all aquatics equipment is maintained properly & report broken or damaged equipment to the aquatics director timely. Maintain a professional appearance, follow dress code, arrive on time for your shift & follow Y policies & procedures. Must attend all required in-service trainings & meetings requested by the aquatics director & trainings required to ensure certifications stay current.

- Must be at least 16 years of age with a swimming ability of Minnow level or higher with a minimum of one year experience teaching YMCA swim lessons program or previous swim lessons teaching experience.
- Current CPR/AED-Pro, First Aid & Oxygen Administration or obtain within 30 days of hire.
- Current certification in YMCA Swim Lessons Instructor or completion within one year of hire.
- Must be able to move to various locations, including in & around an elevated chair.
- Communicate verbally, including projecting the voice across distances.
- Hear noises & distress signals & observe all area of the water area.
- Able to perform all needed rescues & survival skills.
- Think in abstract, solve problems, make sound decisions, instruct, evaluate, supervise & remember.
- Must be able to work with all types of individuals while carrying out the YMCA core values of honesty, caring, respect & responsibility.
- Must be dependable & flexible.
- Must complete required Redwoods training & attend New Hire Orientation within 30 days of hire.

Birthday Party Host

The responsibility of the Party Host is to ensure the space the Y rents out is clean & ready for the renters. Open & close the branch if party is outside normal business hours; assists & directs the renters for set-up & tear down; supervision of the party but enforcing safety policies & procedures; ensure Y facility, equipment & property are not damaged and making sure the facility is cleaned-up and ready for business.

- Must be at least 16 years of age.
- Responsible & reliable.
- Able to clearly communicate directions & comfortable correcting behavior to ensure compliance.
- Have the ability, desire & basic skills to work with children.
- Able to work with a variety of participants.
- Must be organized, responsible, punctual & reliable.
- Maintain a professional appearance, following the Y dress code.
- Must be able to swim for pool parties.
- Must be able to pass background and drug screening.
- Must have current CPR/AED-Pro and First Aid certification or obtain within 30 days of hire.
- Must complete required Redwoods Risk Management online training and attend New Hire Orientation within 30 days of hire.

Property Custodian/Maintenance

This position is responsible for general property maintenance and routine housekeeping tasks. Includes minor repairs; supply check; ensure supplies are filled such as paper towels, toilet tissue & soap dispensers within the branch; replace burned out light bulbs as needed; change equipment filters as needed and report any issues within the building to the branch executive. Ensure floors are properly maintained including stripping, waxing and buffing the floors. Must follow-up with concerns expressed by the members and address them in a timely fashion for the situation.

- Must be at least 18 years of age.
- Completed technical high school or equivalent.
- Able to lift up to 50 lbs, climb ladders/scaffolding, stand for long periods of time, bend, squat and be of good physical health required to perform the job tasks.
- Must be able to read and write clearly.
- Able to pass a background & drug screening.
- Must have current CPR/AED-Pro & First Aid certification or obtain within 30 days of hire.
- Must complete required Redwoods Risk Management training and attend New Hire Orientation within 30 days of hire.

Membership Sales Associate

The membership & sales associates are responsible for contributing to the sales force sales goals; answering the telephone in a friendly & responsive manner; providing general information to customers & members; perform membership & program registrations accurately; conducting member tours as needed; manage the gate system to ensure authorization in the building is met (clear members & sign-in program participants); maintain & balance cash drawer during shift; open & close the branch as needed; implement new member sales orientation & engagement program; participate in marketing programs as requested by supervisor and maintain a neat & clean front lobby & desk area. A variety of shifts are available Monday through Saturday, mornings, daytime & evenings.

- Must be 18 years of age.
- Possess good oral & written communication skills.
- Must be friendly & engaging to build professional relationship with members.
- Proficient with a computer & keyboard.
- Must be dependable, flexible, have a willingness to learn, organized, detail oriented & able to multi-task.
- Able to handle stressful situations in a positive manner.
- Demonstrates good moral character & will adhere to and promote the Y's mission & character development values.
- Requires a 12 hour per week commitment.
- Able to pass a background & drug screening.
- Must have current CPR/AED-Pro & First Aid certification or obtain within 30 days of hire.
- Must complete required Redwoods online training & attend New Hire Orientation within 30 days of hire.

