

# MANATEE Y JOB OPENINGS EFFECTIVE OCTOBER 2, 2017

## BRADENTON BRANCH

(All Jobs are Part-Time unless otherwise noted)

### Aquatics Lead

The Aquatics Lead is responsible for the overall function of the aquatics center, providing exceptional customer service, staff relations, pool maintenance and ensures the safety of all members and staff. Will work closely with the Aquatics Director in the hiring and on-boarding process, staff scheduling, ensuring the hours guideline are upheld and semi-monthly payroll verification along with program scheduling. Will need to serve as an emergency substitute for lifeguards and swim lessons instructor when needed. This position is up to 28 hours per week.

- Must be at least 21 years of age with two years experience working in the aquatics field.
- Current certification in American Red Cross or ASHI CPR/AED-Pro, First Aid and Oxygen Administration (AHSI conversion within 30 days of hire).
- Current YMCA or American Red Cross Lifeguard training and certification
- Current YMCA Swim Lessons Instructor or American Red Cross Water Safety Instructor Training and certification.
- Able to hear noises and distress signals.
- Perform or assist in rescues and survival skills.
- Must have exceptional organizational skills, effective written and verbal communication skills.
- Good computer skills and able to work at a computer terminal for extended periods.
- Must have an interest in working with all types of people.
- Must be able to work frequent long periods of moderate to heavy work. Including: Standing, walking, bending, stooping, lifting, sitting and cleaning.
- Must be dependable and professional.
- Must be able to pass background and drug screening.
- Must complete Redwoods Risk Management online training and attend New Hire Orientation within 30 days of hire.

### Lifeguards

Certified part-time lifeguards needed for a variety of shifts. Must be reliable & focused to ensure the safety of all participants in the aquatics environment at all times. When not actively involved with surveillance, must perform pool cleaning duties. 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 a least 17 years of age with either YMCA, American Red Cross or ASHI Lifeguard certification plus CPR/AED-Pro & First Aid.
- Must be able to perform strenuous physical tasks necessary for a water rescue.
- Knows/reviews all emergency procedures & responds to emergency situations immediately in accordance with YMCA policies & procedures & completes related reports as required.
- Adequate ability to hear noises & distinguish distress signals.
- Must be able to communicate verbally, including projecting your voice across a distance in normal & loud situations.
- Must be able to stay alert & able to sit or stand for an extended period of time.
- Ability to continuously scan all areas of the pool with clear vision.
- 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.

## 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.

## Fitness Coach

A Fitness Coach is needed for the evening and weekend shifts. As a 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. s

- 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).
  - CPR/AED Pro and First Aid certification.
  - Complete Redwoods online training courses required.
  - Attend New Hire Orientation.

## Personal Trainer

Personal Trainers are needed evenings and Saturday morning. Responsible for designing and implementing safe and effective fitness programs to help clients achieve and exceed their goals. Provide guidance, encouragement and motivation to a variety of clients, from athletes to special populations. Must arrive on time for client sessions, is dressed professionally including Y staff shirt. Communicates directly with the client regarding scheduling, following-up as needed, and tracks payments and sessions with client. Must provide each client with your undivided attention, enforcing all rules and regulations of the fitness center to ensure the safety of your client and provides guidance and motivation. Assists clients with their program design and proper exercise technique to help them achieve their fitness goals.

- Must have current personal training certification from a nationally recognized organization such as ACSM, AFAA, ACE, NSCA or NASM plus 1-3 years of experience training clients in a fitness setting.
- Must attend continuing education programs as required to keep your certification current.
- Experience working with individual clients and/or a bachelor's degree or higher in a health/fitness related major preferred.
- Must exemplify a healthy lifestyle, have a professional appearance, be punctual and reliable.
- Must have a positive, upbeat attitude.
- Must be able to work with a variety of clients: Athletes, seniors, teens and those with special medical concerns such as prenatal, post-cardiac, obesity, etc.
- 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 & attend New Hire Orientation within 30 days of hire.
- Able to pass background and drug screening.

## GEX Instructor – Cycle

Certified GEX instructors needed with open availability for a variety of class days & time. 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.
- 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 online training & attend New Hire Orientation within 30 days of hire.

## HOW TO APPLY

If you do not have prior formal work experience, other life experience can be entered under the employment data. Have you done any volunteer work? Do you help with Bible classes at your church? How about school events or projects? As for references, you'll want to use someone like your teacher, minister, social group leader and at least one family member.

**All applicants must be able to pass background and drug screening.**

Submit completed Y employment application (found on the Employment page of our web site or at the branch) to the appropriate contact listed below. You may email, mail or drop off your application. No phone calls please.

For DPP and Fitness:

Jacque McMahon

[jmcmahon@manateeymca.org](mailto:jmcmahon@manateeymca.org)

3805 59<sup>th</sup> Street West

Bradenton, FL 34205

Membership, Arts, Kids/Teens Zone & Senior Club:

Jennifer Haughey

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Bradenton, FL 34205

Youth Sports and Day Camp:

Hank Allison

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Aquatics: (reference the Bradenton Branch)

Courtney Hancock

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