

## **MANATEE Y JOB OPENINGS EFFECTIVE March 6, 2020**

### **LAKWOOD RANCH BRANCH**

(All Jobs are Part-Time unless otherwise noted)

#### **Swim Lessons Instructor**

Certified part-time swim instructors needed for Monday-Thursday evenings 5:00-8pm, Tuesday/Thursday mornings 10am-Noon and Saturdays mornings 10am-12:30pm. 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 Manager 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 Manager & trainings required to ensure certifications stay current.

- Must be at least 17 years of age with a swimming ability of stroke development level 5 with a minimum of one (1) 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.
- Able to pass a background & drug screening.
- Must complete required Redwoods Risk Management online training & attend New Hire Orientation within 30 days of hire.

#### **Private Swim Instructors needed for weeknights and weekends**

##### **Lifeguards**

Certified part-time lifeguards needed to cover a variety of shifts, Monday-Sunday. Must always be reliable & focused to ensure the safety of all participants in the aquatic environment. 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.
- Able to pass a background & drug screening.
- Must complete required Redwoods Risk Management online training & attend New Hire Orientation within 30 days of hire.

### **Fitness Coach**

Fitness Coaches are needed for Tue/Thurs/Fri/Sat. opening shift and Friday closing shift. As a coach you will engage new members and follow them through their initial 4 week "Strong Start Program". 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.
- Personal Trainer certification preferred but not required or fitness coach certification.
- 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:
  - CPR/AED Pro and First Aid certification.
  - Complete Redwoods Risk Management online training courses required.
  - Attend New Hire Orientation.

**May start as Fitness Trainee until fitness coach or personal trainer certification completed**

### **Seasonal Day Camp Counselors**

Full-time and Part-Time seasonal day camp counselors are needed Monday-Friday. Y camp programs are a fun, exciting place for kids to spend their summer days. We're looking for talented & caring counselors to lead & guide our camper participants, so they'll have a meaningful experience & make a positive impact in their lives through our day-to-day programs. Weekly activities include swimming, group games, sports, arts & crafts, field trips, clubs and more. Camp participants age range from 5 to 14 with one counselor for every 15 children.

- Must be 18 years of age.
- Energetic, patient & creative.
- Must be able to lead campers in games, swim, sing songs, lead a variety of sports, assist campers with their arts & craft projects plus focus on values & character building.
- Be responsible for the safety & supervision of your assigned group of campers.
- Must be able to work with youth & families from a variety of backgrounds.
- Must be able to work independently & as part of a team.
- Must be able to pass a Level II screening (fingerprint) & drug screening.
- Must complete CPR/AED-Pro & First Aid certification, required Redwoods online training & required camp training prior to the first day of camp.
- Must practice the YMCA core values of caring, honesty, respect & responsibility at all times.

## 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) to the appropriate contact listed below. You may email, mail or drop off your application. No phone calls please. If mailing, send your completed application and cover letter to:

Manatee YMCA – Lakewood Ranch  
Attn: select from list below  
5100 Lakewood Ranch Blvd.  
Bradenton, FL 34211

### **Aquatics:**

Katelyn Goll  
kgoll@manateeymca.org

### **Sports and Day Camp:**

KB Belton  
kbelton@manateeymca.org

### **Fitness and Wellness:**

Jacque McMahon  
jcmahon@manateeymca.org

### **Kids Zone and Teens Zone**

Rhiannon Blaney  
rblaney@manateeymca.org

### **Membership**

Terry Bissell  
ltbissell@manateeymca.org