



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## YMCA of Greater Syracuse Job Posting

**Job Title:** Sports Relationship Leader

**Reports To:** Sports Director

**FLSA:** Non-exempt – Part-time

**Work Location:** East Area Family YMCA

**Work Schedule:** "Substitute" – shifts will vary in the evenings and weekends

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### A Career with a Cause:

At the Y, strengthening community is our cause. Our mission is to put Christian principles into practice through programs that build healthy spirit, mind and body for all. We focus our work in three key areas, youth development, healthy living and social responsibility. We are committed to this cause because a strong community can only be achieved when we invest in our kids, our health and our neighbors.

### General Functions:

Under the direction of the Sports Director, the Sports Relationship Builder is responsible for overseeing all of the activities and actions in the Gymnasium. This position requires the incumbent to be able to work in a fast-paced environment with numerous activities going on at once. You must enjoy dealing with youth, teens, adults and seniors in a team or individual setting, sometimes all at once. The main duty of the incumbent is to provide a safe and friendly environment for all members and program participants. The incumbent accepts, demonstrates and teaches the YMCA Core Values of Caring, Honesty, Respect, and Responsibility.

### Responsibilities/Duties/Functions/Tasks:

The essential functions of this position include, but are not limited to the following:

#### Gymnasium Responsibilities:

The Sports Relationship Leader is expected to perform the following activities. Duties specific to the program area and other duties may be assigned as needed.

- Oversee, implement and manage sports programs and activities that emphasize the YMCA core values of Caring, Honesty, Respect, and Responsibility.
- Set up and break down equipment for various sports as needed.
- Hand out and manage inventory of balls and equipment.
- Adhered to and manage the schedule for all sports courts.
- Be able to adapt and handle schedule and member conflicts as they arise.
- Provide a safe and comfortable environment for everyone to play and enjoy.
- Listen to needs and wants of members and make it happen if possible.
- Be visible and assist with all first aid.
- Report the loss or breaking of equipment.
- Document all injuries and incidents.
- Keep Gymnasium neat, clean and organized.
- Be Visible, Personable, and Helpful.
- Other duties may be assigned as needed by Supervisor.

#### Trainings & Certifications:

- Must complete online Bloodborne Pathogens and Employee Safety trainings prior to initial assignment to position.
- Must complete online Hazard Communication training within the first 90-days of employment.
- Must hold CPR, AED, and First Aid certifications, YMCA Child Abuse Prevention, Listen First and Quality Service training within the first 90-days of employment.

#### Core Competencies:

- Supports the Mission, Vision and Direction of the YMCA: Understands and supports the mission of the YMCA; displays the YMCA values; displays flexibility and accepts changes; is willing to try new methods and make suggestions; shows a strong commitment to the YMCA; conveys enthusiasm for the YMCA and his/her work.
- Builds Community: Understands and embraces the role of volunteers; helps members and participants make connections to others and to the YMCA; practices effective relationship-building techniques; supports the role of fund-raising in achieving the YMCA mission.

- Provides a Quality Experience for Members, Participants, Internal Customer and Other: Possesses the ability to deliver outstanding experiences for members, participants, internal customers and others; builds warm and supportive relationships; consistently greets and assists everyone in a positive way; strives to provide service that will exceed expectations; responds to concerns and complaints in a way that makes each person feel valued; initiates action for prompt resolution; looks for better ways to serve in involve members, participants, internal customers and others.
- Works Productively: Demonstrates responsible actions; consistently performs duties in a safe and conscientious manner within the agreed upon timeframe; follows standards, policies and procedures; is reliable and consistently punctual; actively participates in staff meetings, required trainings, and other work related activities; uses good judgment; uses YMCA resources appropriately and efficiently.
- Uses Effective Personal Behaviors/Communicates Effectively: Treats everyone with courtesy, respect and consideration; displays integrity; listens actively and genuinely; communicates in a clear and pleasant manner; embraces differences among people; demonstrates an active willingness to learn and grow; accepts constructive criticism; works cooperatively as a team member.

**Physical Demands:**

Ability to frequently stand, sit, walk, talk, hear, type, run, jump, kick, catch, throw, climb, kneel, bend, reach, balance, crouch or crawl, climb and/or balance, reach with hands and arms, handle or feel, stoop, climb a minimum of two flights of stairs (approximately every half-hour), lift/move and carry approximately 45 pounds, and use hands and fingers. Must be able to lift and/or maneuver large gym equipment. Special vision abilities required: distance, peripheral, depth perception and ability to adjust focus.

**Work Environment:**

Work is normally performed in a typical sports/gymnasium environment. At times, the employee may be exposed to situations where injuries may occur. The noise level in the work environment is moderate to above average. Occasionally exposed to outdoor weather conditions and to wet and/or humid conditions in swimming pool areas may occur.

**Americans with Disabilities Specifications:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**How to Apply:**

Interested candidates should respond to Mike Miller, Sports Director at (315) 637-2025, ext. 224, or email their application to [mmiller4@syracuseymca.org](mailto:mmiller4@syracuseymca.org) or Laura Lipari, Human Resources Coordinator at (315) 474-6851, ext. 356 or email their application to [llipari@syracuseymca.org](mailto:llipari@syracuseymca.org), no later than December 21, 2017.

The YMCA of Greater Syracuse reserves the right to interview only those internal candidates that based on their qualifications, experience and background meets the requirements of the job vacancy.