



**FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY**

**YMCA of Greater Syracuse  
Job Posting**

**Job Title:** Youth Sports Coach

**FLSA:** Non-exempt – Part-time

**Work Schedule:** Various shifts available – *see page 3*

**Reports To:** Sports Director

**Work Location:** North Area Family YMCA

**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, health 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 guidance of the Sports Director, the Youth Sports Coach is responsible for providing support in the organization, delivery and quality of YMCA program(s) to the membership, program participants, and community. This position works independently under general direction and is expected to determine how to accomplish tasks. The incumbent accepts, demonstrates and teaches the YMCA core values of caring, honesty, and respect and responsibility.

**YMCA Sports Department Quality Service Theme:**

We create a positive atmosphere by offering competitive and non-competitive athletic activities, and emphasizing sportsmanship for all.

**Essential Duties & Responsibilities:**

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

- Instructs the program activities and aids program growth.
- Responsible for creating lesson plans and facilitating towards their class.
- Responsible for equipment set-up and take-down.
- Assists in maintaining athletic facilities.
- Assists in monitoring equipment for maintenance needs and repairs.
- Promotes and incorporates the YMCA core values and character development model into all program activities.
- Assists in branch fundraising activities and special events.
- Gives the Supervisor and all member and community inquiries and feedback in a timely manner.
- Assists in monitoring daily operations to adhere to all YMCA health and safety standards and policies.
- Adheres to and promotes all Sports Department health and safety standards and policies.
- Maintain a written attendance record for each class.
- Punches in and out for their scheduled shift following company policy of punching in & out not more than five minutes prior to or after their scheduled shift.
- All other duties as assigned by the Supervisor.

**Experience and Education:**

- High School Diploma.
- At least three (3) years of work related experience with sport programs.

**Qualifications:**

- Demonstrates excellent planning and organizational skills, ability to handle multiple projects simultaneously.
- Effective interpersonal and communications (oral and written) skills, as well as the ability to build and maintain positive working relationships with Vendors, Directors and Staff of all levels.
- Ability to analyze and solve problems.
- Good time management skills.

**Trainings & Certifications:**

- Must complete online Bloodborne Pathogen 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 YMCA Child Protection Series, Darkness to Light, within the first 90 days of employment.

Youth Sports Coach, Job Posting

September 4, 2018

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Posting Period: 9/4/18 – 9/18/18

**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.

**Effective Return on Investment:**

1. This position ensures the delivery of high quality mission and market driven programs and effective supervision of YMCA services in the areas of sports programs.
2. Ensure program activities meet the needs of the program participants are age appropriate, meet safety and YMCA standards at all times.

**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. 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 Wanie Block, Sports Director at (315) 451-2562, ext. 213 or email their application to [wheath@syracuseymca.org](mailto:wheath@syracuseymca.org), or Laura Lipari, Human Resources Coordinator at (315) 303-5966, ext. 356 or email their application to [llipari@syracuseymca.org](mailto:llipari@syracuseymca.org), no later than September 18, 2018.

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.

## Available Shifts

**Kinder Sports Coach** – responsible for teaching sports skills to 3-5 year olds

Mondays, Tuesdays	11:15am-12:15pm
Tuesdays	4:45-5:45pm
Wednesdays	1:45-2:45pm
Fridays	9:15-1130am

**Homeschool Coach**- responsible for teaching sports skills to children ages 5-14+

Wednesdays	12:15-2:45pm
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**Teen Basketball Coach**- responsible for teaching and developing basketball skills to children ages 8-13

Wednesdays	5:45-8:00pm
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**Youth League Assistant**- responsible for overseeing youth sports leagues

Mondays-Thursdays, (Spring-Fall)	5:15pm-7:30pm
Saturdays (winter)	8:30am-2:00pm 11:15am-12:15pm

**Sports Night Facilitator**- responsible for leading and monitoring pick up sports games for teens and families

Various Mondays & Tuesdays	5:45pm-7:30pm
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**Gym Monitors**- responsible for overseeing all of the activities and actions in the gymnasium

(October – March)	Mondays, Tuesdays, Fridays 5:00pm-9:00pm
	Sunday 8:00am-1:00pm

**Adult Sports Assistant**- responsible for assisting and monitoring various adult sports programs

Mondays	5:15-7:15pm
Thursdays	5:45pm-10:00pm

**Karate Attendance Monitor**- responsible for taking attendance

Wednesdays & Fridays	5:15-9:15pm
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