



FERGUS FALLS AREA FAMILY YMCA JOB DESCRIPTION

Job Title: Sports Staff

FLSA Status: Non-exempt

Sports

Reports To: Aquatics & Sports Coordinator
2019

Job Status: Part Time

Primary Department:

Revision Date: August

POSITION STATEMENT:

Under the direction of the Aquatics & Sports Coordinator and in accordance with the goals and objectives of the Fergus Falls Area Family YMCA, a member of the Sports Staff is responsible for the health, safety, and welfare of each child/adult enrolled in the sports programs. The Sports Staff at the Fergus Falls YMCA creates a safe and positive environment that welcomes and respects all individuals while promoting and maintaining safe conditions in accordance with YMCA policies and procedures.

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

ESSENTIAL FUNCTIONS:

- Model, teach, and incorporate the YMCA's core values of Caring, Honesty, Respect, and Responsibility.
- Interact with participants in a positive manner at all times and get to know members on a first name basis. Develop meaningful relationships with youth, adults, and other YMCA Staff.
- Provide customer service to fulfill the needs of the participants, coaches, parents, and volunteers as well as using teachable moments as often as possible during the course of the programming.
- Be responsible for safety of the participants and never leave a program unsupervised. Complete and turn in all accident/incident reports immediately to your supervisor.
- Set up and tear down the necessary sports equipment needed for the game while maintaining a clean and safe work site assisting the custodial staff as needed.
- Provide an encouraging, organized, and quality environment for coaches, participants, volunteers, and parents.
- Read, understand, and follow all rules, guidelines, and policies that have been developed for the YMCA league as well as enforce the rules using whistle and verbal communication.

- Provide direct supervision to program participants at all times and ensure a safe environment. If a hazardous situation occurs, he/she will act swiftly to correct the situation while demonstrating professionalism in executing tasks.
- Understand and follow all safety rules and regulations including knowledge of emergency procedures and location of emergency equipment.
- Attend all in-service trainings and staff meetings.

LEADERSHIP COMPETENCIES:

- Inclusion
- Engaging Community
- Communication & Influence

WORK ENVIRONMENT & PHYSICAL DEMANDS:

- Must be able to run and/or walk jog to keep up with the play of the programs.
- Must be able to physically set up and tear down the necessary sports equipment needed for programs. Must be able to lift up to 50 pounds.
- Work environment noise level may be loud.
- Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust.

QUALIFICATIONS:

- Minimum education – enrolled in High School and working towards a diploma.
- Knowledge of the sport and basic understanding of the rules of the sport.
- Ability to demonstrate leadership and show enthusiasm on the court or field.
- Friendly, outgoing, and have a clear understanding of the YMCA’s Mission Statement.
- Experience working with children and adults, participating in sports, and, preferably, officiating.
- CPR/AED/First Aid certification within 60 days of hire if not currently certified.
- Must be able to pass a background check.

SIGNATURE:

I have reviewed and understand this job description.

Employee’s name

Employee’s signature

Today’s date: _____