



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

TRI-CITIES FAMILY YMCA

Job Title: **Parent Tot Sports & Gymnastics Coach**

Salary: Based on experience

Hours: Part Time, Hours Vary

POSITION SUMMARY:

Operating within the policies, procedures, and practices of the Tri-Cities Family YMCA, this position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living and social responsibility. The parent tot coach will help refine children's skills and help students succeed in the different sports.

GENERAL FUNCTIONS:

- Teach a variety of classes in the parent tot department in a positive, safe, educational and fun environment.
- Observe, instruct and spot athletes as they perform on the various apparatus (this will include physical contact and lifting, especially with smaller children)

QUALIFICATIONS:

- Working knowledge in at least one of the following areas: Gymnastics, Tumbling, Cheerleading and Dance.
- Willingness to learn additional areas in the Gymnastics Department
- Demonstrated ability to teach the development of skills and proper techniques on each apparatus
- Ability to lift equipment and to spot children.
- Ability to motivate and effectively communicate with members, nonmembers, parents and students
- Exercises mature judgment and sound decision-making.
- Typical requirements within 30 days of hire include: completion of: CPR; First Aid; AED; Blood borne Pathogens.
- Completion of YMCA program-specific certifications.
- Excellent interpersonal skills with athletes of all ages and parents
- Ability to relate effectively to diverse groups of people from all social and economic segments of the community.
- Experience working with kids!

JOB RESPONSIBILITIES:

- Provide a safe, fun, secure setting for children to learn in.
- Provide continuous supervision at all times.
- Supervise and be actively involved with the class and warm up activities of children so as to maintain order and discipline.
- Keep attendance records for your classes.
- Develop and maintain open communication with all parents.
- Communicate to coordinator any problems, concerns or suggestions regarding children.
- Show enthusiasm when teaching children and treat all children fairly.

- Assist YMCA in positively marketing the facility and programs to YMCA members and community. (Read YMCA brochures & be very familiar with gymnastics classes/levels, handbooks, flyers, etc)
- Be punctual. Arrive 15 minutes prior to class to set up & prepare for class. Early is on time, on time is late & late is never acceptable.
- Keep an accurate inventory of supplies and equipment and notify coordinator when replacement or repair is necessary.
- Keep gym, seating area and equipment clean at all times.
- Attend staff meetings and meet with coordinator as scheduled.
- Dress appropriately for coaching duties (Including coaching shirt, name tag, black pants or shorts and tennis shoes.)
- Maintain and project a positive attitude in the gymnastics area and all other areas of the YMCA. I will not partake in rumors or negative discussions regarding the center or employees.
- Employees should be in assigned area at all times while clocked in. No cell phones or texting while clocked in. (Emergencies only)
- Fill out incident reports when needed and turn them in to Coordinator.

(SIGNATURE OF EMPLOYEE)

(DATE)

(PRINTED NAME)