



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

OPEN POSITION ANNOUNCEMENT

*** INTERNAL APPLICANTS ONLY ***

Position: Sr. Coordinator – Kid Zone – PT (AM/PM Shifts available)

Locations: Rite-Hite YMCA

Reports to: Membership Engagement Director

Wage Range: \$9.55 – 11.95 per hour (based on education and experience)

Major Responsibilities:

- Responsible for owning all aspects of the Kid Zone department during scheduled shifts. Responsibilities include ensuring the safety, and wellbeing of the participants under the supervision of the Kid Zone staff.
- Ensure that the Kid Zone department is adequately staffed by developing the department schedule and managing the substitute process.
Directly supervise Kid Zone Staff and volunteers in accordance with Association and Center policies.
- Provide exemplary customer service to Kid Zone participants, parents, other departments, and general membership base.
- Learn and promote YMCA programs and philosophy in an effort to achieve programmatic outcomes .
- Develop new staff, conduct staff orientations, and assist in conducting in-services and staff meetings.
- Communicate, connect and build relationships with participants and families: respond to inquiries and/or concerns in a timely fashion.
- Provide immediate First Aid/CPR needs until the First Responder arrives when necessary.
- Effectively communicate with supervisor regarding concerns including but not limited to member behavior issues and staff behavior issues.
- Complete all other duties as assigned.
- Accountable to the Member Engagement Director for execution of association policies and procedures at RH.
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Qualifications:

- Must be at least 18 years of age.
- A minimum of 1-2 years college coursework in the area of youth development or equivalent education/experience is required.
- Previous supervisory experience is preferred.
- Must be able to successfully complete CPR PRO/AED/O2/FA within 3 months of hire.

Benefits:

Excellent benefits include free membership and discounted YMCA child care and other programs. The incumbent will exhibit the core values of caring, honesty, respect, and responsibility in all aspects of their work with the YMCA

Deadline: January 28, 2016

Apply Online: <https://apply.ymcamke.org>

The Y is the nation's leading nonprofit committed to strengthening communities through youth development, healthy living and social responsibility

**Equal Opportunity Employer
THE YMCA WELCOMES A
DIVERSE WORKFORCE**