



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

KANDIYOHI COUNTY AREA FAMILY YMCA JOB DESCRIPTION

Job Title: **Gym Manager**
FLSA Status: Non exempt
Reports to: Program Director
Leadership Level: Leader

Job Code: XXXX
Job Grade: 10
Revision Date: 3/2020
Department: Programs

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit, charitable organization committed to strengthening community through youth development, healthy living and social responsibility. The Gym Manager at Kandiyohi County Area Family YMCA intentionally fosters a cause-centered culture that is welcoming, genuine, hopeful, nurturing, and determined.

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:

1. Work with Program Director and MODs to supervise gym activities.
2. Schedule gym activities while working with Program Directors, members and guests.
3. Sets up and takes down equipment required for gym activities.
4. Maintain a fun and safe environment for all participants involved.
5. Maintain a positive relationship with youth, families, staff and volunteers.
6. Model relationship-building skills in all interactions. Develops and maintains collaborative relationships with community organizations. Maintains regular, clear, and concise communication within area of responsibility.
7. Provide safe and clean environment. Maintains a clean and organized equipment storage area.
8. Assume other duties, responsibilities and projects identified as needed by the employee and approved and/or assigned by supervisor.

LEADERSHIP COMPETENCIES:

- Inclusion
- Functional Expertise
- Developing Self & Others

QUALIFICATIONS:

- Concussion Training
- Ability to relate effectively to diverse groups of people from all social and economic segments of the community.
- CPR/AED/BFA certification within first 30 days of employment.

WORK ENVIRONMENT & PHYSICAL DEMANDS:

- 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.
- The employee needs sufficient strength, agility and mobility to perform essential functions and to supervise program activities in a wide variety of indoor gyms.
The employee frequently is required to sit and reach, and must be able to move around the work environment.
- The employee must occasionally lift and/or move up 50 pounds.
- The noise level in the work environment is usually moderate.



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SIGNATURE:

I have reviewed and understand this job description.

Employee's name

Employee's signature

Today's date: _____