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STAUNTON-AUGUSTA FAMILY YMCA GYMNASTICS COACH/INSTRUCTOR JOB DESCRIPTION

Job Title: **Gymnastics Instructor/Coach**

FLSA Status: Non-exempt, Part-time

Reports to: Program Director

POSITION SUMMARY:

Provide instruction, leadership and supervision for gymnastics classes and activities in a safe and fun environment. Perform program responsibilities in accordance with the policies, goals, mission, values and objectives established by the Staunton-Augusta Family YMCA.

ESSENTIAL FUNCTIONS:

1. Instructs and supervises program activities as directed by supervisor.
2. Assists in preparation of lesson plans and routines for classes.
3. Follows all YMCA emergency and safety procedures and guidelines. Completes incident and accident reports as necessary.
4. Participates in staff meetings, trainings, events and meets as scheduled.
5. Enforces all gymnastics facility policies, rules and regulations.
6. Responsible for safely spotting participants.
7. Assure that training routines include proper warm-up, training and cool down segments.
8. Develops positive relationships with participants, and provides motivational support and guidance.
9. Organizes and puts away needed class equipment and reports any unsafe conditions to supervisor.
10. Completes all required records and reports including attendance sheets and progression cards.
11. Models relationship-building skills (including Listen First) in all interactions. Responds to all member and community inquiries and complaints in timely manner.
12. Performs other related duties as assigned supervisor.

YMCA COMPETENCIES:

Mission Advancement: Accepts and demonstrates the Ys values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fund-raising.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Strives to meet or exceed goals and deliver a high-value experience for members.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

QUALIFICATIONS:

1. Must have previous experience or background in gymnastics.
2. Minimum age requirement of 16
3. Upon hiring, completion of any assigned trainings.
4. Completion of any other YMCA program-specific certifications.
5. Ability to teach the development of skills and proper techniques.
6. Working knowledge of equipment set up.
7. Mature judgment, effective communication and sound decision making skills.
8. Ability to relate effectively to diverse groups of people from all social and economic segments of the community.

PHYSICAL DEMANDS

Sufficient strength, agility and mobility to perform essential functions and to supervise gymnastics program activities.