



Vacancy Announcement August 15th, 2016

A rare opportunity exists to join the Leadership Team of the YMCA of Calhoun County; do you have what it takes to lead our **Sports and Aquatics Departments** to new levels of member service and community involvement?

The Sports & Aquatics Director position at the YMCA of Calhoun County is an ideal job for an enthusiastic and organized individual. We are looking for someone with strong team building, leadership, and relationship skills along with the ability to be committed to excellence for the good of the community and the YMCA. This is an exciting opportunity for someone that enjoys organizing aquatics and sports programs to maximize participation in a fun and safe environment. This position is responsible for the development, delivery, and growth of all sports and aquatic programs as well as the leadership and development of staff.

Qualifications:

- Bachelor Degree and/or equivalent experience in aquatic and/or sports programs.
- Must be a minimum of 21 years of age with experience in supervising, developing, hiring, and training staff. Preferably in an aquatic environment.
- Must understand rules of basketball, volleyball, soccer and flag football.
- Ability to multitask and coordinate several projects and or/staff teams at one time.
- Must be able to relate well to the YMCA members, outside vendors and groups, and the immediate community at large.
- Successful experience in the development and monitoring of budgets with the ability to make changes as necessary to ensure year end budget achieves the budgeted target.
- Must have knowledge of marketing and promotions as it relates to encouraging registrations for all programs, leagues, and events.
- Must be able to develop positive relationships with YMCA members, program participants, volunteers, city and the community.
- Must be a team player with a commitment to excellence.
- Must be proficient with computer including but not limited to Outlook, Microsoft Suite (Excel, Word, Power Point)
- Must have a flexible schedule including some nights and weekends.
- Strong communication (visual, written, and audible) and interpersonal skills with lead volunteers, staff, members, and potential members.

Essential Functions:

Sports: The Sports Programs currently consists of two seasons per calendar year of Youth Basketball, eight (8) weeks of Sports Camps in summer. Program growth opportunities include but are not limited to: Cheer, Cheer-nastics, Volleyball, Soccer, Dance, Martial Arts, Arts and Crafts, Youth Fitness, Teen Fitness, Youth and Teen Leadership programs, Sports Clinics, Teen and Adult Sports.

The Director is responsible for growth and expansion of sports leagues to ensure that membership participation continues to grow as well as attract prospective members to our YMCA. They will develop and manage the sports budget, which is currently \$8,000, on a daily basis and be able to make the necessary adjustments to ensure a successful year. They are responsible for marketing and promoting all sports leagues, tournaments, clinics internally and externally to ensure maximum participation. The Director is responsible for recruiting, hiring, training, and developing all sports staff to ensure consistent quality for a great member experience. They will ensure that all YMCA standards are in place.

Aquatics: In addition to the indoor pool at the Downtown branch, this position will oversee the operations and staffing of the Pool(s) at YMCA Camp Hamilton and Anniston Country Club (summer months only). This position is responsible for overseeing these programs which includes hiring and training quality staff and as well as collaborating with new and existing sites. In addition, this person is responsible for the growth and expansion of aquatic classes, swim lessons, Swim Team, and partnerships. Along with the growth of the programs is the ability to attract prospective members to our YMCA. The Sports & Aquatics Director is accountable of the development and management of the aquatic budget, currently \$70,000 on a daily basis and should be able to make the necessary adjustments to ensure a successful year. They are responsible for the marketing and promoting of all swim lessons, classes, and trainings internally and externally to ensure maximum participation. Responsible for recruiting, hiring, training, and developing all aquatic staff to ensure a consistent quality delivery for a great member experience. Must ensure that standards are in place and the team is following policies and procedures as outlined by the YMCA of Calhoun County. This position is required to obtain all program certifications related to aquatics as outlined in the job requirements.

Cause-Driven Leadership® Competencies

Core Leadership Competencies

- **Community** – Demonstrates a desire to serve others and fulfill community needs. Ensures a high level of service with a commitment to improving the lives of others. Effectively communicates the benefits and impact of the Y's efforts for all stakeholders.
- **Relationships** – Collaborate with and build relationships that enhance the Y's ability to impact the community. Effectively represents department/branch/division interests while building positive, constructive relationships with others.
- **Communication** – Uses superior verbal and written skills to generate support for the Y's goals. Shares ideas and presents information informally in ways that positively impact

others. Communicates the Y's brand to establish the organization's credibility within the community.

- Decision Making - Integrates multiple thinking processes and strategies to function effectively. Anticipate where challenges and obstacles are, and create plan and strategies accordingly.
- Project Management – Establishes goals, clarifies tasks, plans work, and actively participates in meetings. Develops plans and manages best practices through engagement of team and ensures execution of plans.
- Change Capacity – Demonstrates an openness to change, and seeks opportunities in the change process. Facilitates change; models adaptability and an awareness of the impact of change. Creates a sense of urgency and positive tension to support change.

Other Competencies:

If candidate does not have current certifications listed below, they must be able to pass a swim test prior to the job offer.

- YMCA Lifeguarding (within three months of hire)
- YMCA Swim Instructor (within three months of hire)
- CPR for the Professional Rescuer or Healthcare provider (ASAP after hire)
- Basic First Aid (ASAP after hire)
- CPR and First Aid Instructor (within six months of hire)
- YMCA Pool Operator on Location or Certified Pool Operator
- YMCA Aquatic Facility Manager
- Lifeguard Instructor (within six months of hire)

Salary Range: \$30,000 - \$35,000, final salary offer commensurate with experience.

Additional Compensation Details: The YMCA of Calhoun County offers a comprehensive Benefits Plan: Health, Dental, Long & Short Term Disability, 7% retirement paid by the YMCA upon meeting eligibility requirements and paid time off.

Resumes accepted via email only through 8/26/2016, 5:00 PM CDT

Email Resume and cover letter outlining specific qualifications to:
maggieburnowens@ymcocalhoun.org, no phone calls or visits please

Phone screens September 6th and 7th

Panel Interviews September 12th and 13th

Job Offered September 15th

Start date October 17th