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FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Job Title: **Gymnastics Coordinator (Head Coach)**

FLSA Status: Full-Time / Non-Exempt

Reports to: Sr. Director of Sports, Recreation & Teens

POSITION SUMMARY:

Under the supervision of the Sr. Director of Sports and Recreation, and with an emphasis on member satisfaction/safety, responsible for successful growth, planning and implementation of overall gymnastics and movement programs (i.e. dance, family gym, etc.), including (but not limited to) structuring lesson plans for programs.

ESSENTIAL FUNCTIONS:

1. Provide direct leadership and coordination of all gymnastics related program areas/classes.
2. Head Coach for the Gymnastics Competition Team/Xcel, Pre-Team, and Talent Group program, including the development of curriculum, and staff supervision and training.
3. Assist in the management and registration of all gymnastics and enrichment programs.
4. Responsible for communication with families including program expectations, gymnastics team practices, meets and parent meetings, skill progressions and safety/concerns.
5. Assist in the monthly management of the Gymnastics' budget,
6. Recruit, train and schedule staff, adult and youth volunteers to assist and keep staff up-to-date on skills and routines based on USAG standards.
7. Positively represent the Rye YMCA during practices, team meetings and at all gymnastics meets.
8. Assist the Sr. Director of Sports and Recreation in the supervision and responsibility for gymnastics summer camp.
9. Directly responsible for managing vacation camp programs and clinics, and their related logistics.
10. Other duties as assigned including supporting the Annual Campaign and other Association-wide events.

QUALIFICATIONS:

1. Bachelor's degree in related field or equivalent preferred.
2. Four years related experience preferred.
3. Must have knowledge and ability to spot at least up to Level 6 gymnasts.
4. Typical requirements within 30 days of hire include: completion of: Child Abuse Prevention for Supervisory Staff; Working with Program Volunteers; CPR; First Aid; AED; Blood borne Pathogens.
5. Completion of YMCA program-specific certifications.
6. Ability to work evenings and weekends

PHYSICAL DEMANDS:

Sufficient strength, agility and mobility to perform essential functions and to supervise program activities in a wide variety of indoor and outdoor locations.