



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

**TITLE:** Sports Instructor and Game Official  
**STATUS:** Part-time, Non-exempt  
**REVISED:** Apr-18

**DEPARTMENT:** 07-Sports  
**REPORTS TO:** Youth Recreation Director  
**BRANCH:** Choose an item.

#### **POSITION SUMMARY:**

This position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living, and social responsibility. This position will provide program instruction or game officiating that promotes teamwork, skill development, and sportsmanship for all participants and spectators.

#### **QUALIFICATIONS:**

- Knowledge of program specific sport/game skills and rules, preferred.
- Experience coaching or instructing children ages 4 – 17, preferred.
- Certifications that must be obtained and maintained within first 90 days: CPR, AED , First Aid, Child Abuse Prevention, Blood borne Pathogens, Hazard Communication.
- Willingness to attend meetings, training, and obtain additional certification as requested.

#### **PHYSICAL DEMANDS:**

Ability to perform all physical aspects of the position; including leading classes, walking, standing, bending, reaching, and lifting. Individuals in this position may be subject to all elements of weather and loud facilities.

#### **ESSENTIAL FUNCTIONS:**

- Lead energizing, fun, safe, and educational group/individual classes, as directed by supervisor, to accomplish the YMCA mission and goals.
- Officiate team play according to specific game rules, while role modeling and upholding appropriate sportsmanship behaviors.
- Maintain participant records, usage logs, and other documentation as assigned.
- Clean and maintain department equipment and facilities as assigned.

#### **YMCA COMPETENCIES (Leader):**

##### Advancing Our Mission & Cause

- Recognizes and articulates that the Y is a not-for-profit, charitable organization committed to serving the entire community.
- Serves others by intentionally welcoming, connecting, and supporting them, and inviting them to get involved and give back to the community.
- Tells the Y story in regular interactions with members.

### Building Relationships

- Develops and maintains positive relationships with volunteers, members or program participants, and colleagues at all levels of the organization.
- Embraces all dimensions of diversity (i.e., ability, age, culture, ethnicity, faith, gender, income, national origin, race, religion, sexual orientation, socio-economic status, etc.) by treating all people with dignity, compassion, and respect.
- Creates a safe environment in which others feel welcome and respected.

### Leading Operations

- Serves with purpose and passion.
- Has the functional and technical knowledge and skills to do the job at a high level of accomplishment.
- Organizes program or project resources, space, or deliverables to best meet intended goals and outcomes.
- Delivers a high-quality experience to members, participants, or project teams.

### Developing & Inspiring People

- Solicits and is open to informal learning opportunities to gain insight (e.g., performance feedback, coaching, and stretch assignments).
- Supports members, participants, or project teams in achieving their goals.
- Reflects on and learns from successes and mistakes.
- Remains calm and objective when under pressure or when challenged by others.

### **DISCLAIMER:**

Other duties may be assigned to this position at the discretion of the reporting supervisor.

Performance evaluation, based on essential functions and competencies, will be conducted annually.

By signing this description, I acknowledge that I possess all qualifications stated and am **able / unable** (circle one) to perform all essential functions without special assistance.

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Employee Signature

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Date