

Greenwood Family YMCA

Job Description

DATE: May 17, 2016
TITLE: Cheerleading coach
SUPERVISOR: Senior Youth Development Director

DEPARTMENT: Sports
PAY GRADE: V
PAY RANGE: \$9.23 – 12.23/Hr

GENERAL FUNCTION:

Under the direction of the Senior Youth Development Director, The Cheer Coach will be responsible for the administration, promotion, and supervision of a comprehensive competitive YMCA program, keeping in mind the Christian nature of the YMCA.

SKILLS AND QUALIFICATIONS:

This position requires considerable conceptual as well as practical experience in organizing, supervising, and evaluating performance of a competitive program. The Coach must have competitive cheer coaching experience, plus skills and knowledge of instructional training. They are also required to obtain coach and safety certifications. This person must have demonstrated ability to help build a competitive program that will develop the average participant to their full potential. Ability to create and maintain positive community relationships is essential. Coaches Safety Training, CPR, and First Aid certification and Child Abuse Prevention are required.

ESSENTIAL FUNCTIONS

1. Exemplify, through both job responsibility and daily living, that health of mind and body is a sacred gift and that physical fitness and mental well-being are conditions that will be achieved and maintained.
2. Promote and administer the comprehensive team program to include conditioning, tumbling, dance & routine development.
3. Responsible for organizing, supervising, and training young athletes into a cohesive team in a safe environment.
4. Retain and develop favorable community feelings toward the YMCA and the Team.
5. Assist in developing competitive meet schedule.
6. Maintain accurate rosters, statistics, records, and reports on the competitive team.
7. Actively represent and promote the YMCA. Keep in mind the Christian nature and purposes of our Association.
8. Assist with an annual summer camp to promote the team.
9. Meet weekly with coaching staff and Senior Director
10. Be at all practices a minimum of 20 minutes prior to scheduled start time.
11. Produce quarterly and end of season performance/progress reports.
12. Conduct end of season conferences with all participants and parent.
13. Maintain monthly attendance records.
14. Organize the setup, take down and reset of the area being used for workouts and/or practices, with assistance from either coaches or other YMCA staff.
15. Assist in submitting order of supplies and uniforms for the program to the Senior Director.
16. Understand and be able to implement total emergency procedures, closing and opening of building, etc.
17. Employees are responsible for strict adherence to all department policies and procedures related to safety and conduct rules and other regulations.
18. Build relationships with and between members, volunteers, staff and the communities served by the YMCA.
19. Demonstrate Leadership with staff and volunteers during the Annual Campaign.
20. Formulate and execute plan, approved by sports director, to raise funds for Cheerleading.
21. Other duties assigned by the Senior Director.

EFFECT ON END RESULT

1. Participant and parent satisfaction with the program offered.
2. Development of loyalty to the YMCA and support its purposes and programs as well as the competitive program.
3. Improvement on the skills of each participant.
4. Development of self-confidence, self-respect, leadership, team cooperation, and individual worth for all participants concerning the techniques, procedures, goals, etc., of coaching a competitive team.
5. Increase the growth of the cheer program.
6. Retention of members and program participants.

TIMES AND DATES REQUIRED:

- 5 hours per week of team practice. (Days and times will vary.)
- A minimum of 3 hours per week with preparation, meetings, and other administrative duties.

This position ensures that YMCA staff, volunteers, members, and program participants at the YMCA are provided the highest quality of customer service in a safe environment by competent staff.

Employee's Signature

Date

Supervisor's Signature

Date