



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## PIEDMONT FAMILY YMCA JOB DESCRIPTION

Job Title: Sports Instructor  
Leadership Level: Leader  
Status: Part Time  
Reports To: Sports Director

Pay Range: \$18.00 - \$20.00 hourly  
FLSA Status: Non-Exempt  
Department: Sports  
Revision Date: 8/23/2023

### Position Summary

The Sports Instructor will support the overall program management, supervision, planning and implementing of youth flag football (Little Rushers, ages 3-5) and/or youth soccer (Little Kickers, ages 3-5). Sports Instructors will be highly knowledgeable of their specific sport. The Sports Instructor supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living and social responsibility.

### Essential Functions

- Arrives to scheduled shifts 15 minutes prior to game/camp/event start time.
- Properly prepares playing areas to ensure safety for all participants including setup and breakdown.
- Leads program instruction and fosters a safe and fun environment for participants to play and learn the sport.
- Takes all necessary and reasonable precautions to protect program participants, staff, equipment and facilities.
- Listens to concerns, communicates with participants and corrects inappropriate behavior.
- Assists in documenting incidents that occur during/at YMCA games/events
- Builds effective, authentic relationships with players and parents, and assists in creating connections between participants.
- Encourages parent involvement and identifies potential volunteers
- Exhibits positive public relations and wears required YMCA attire to all games/events
- Adheres to the YMCA core values of caring, honesty, respect and responsibility.
- Follows all YMCA policies, rules, regulations and procedures, including emergency and safety procedures.
- Attends staff meetings and trainings as scheduled.
- Performs other duties as assigned.

### Leadership Competencies

Advancing our Mission & Cause: Engaging Community, Volunteerism, Philanthropy, Change Leadership

Building Relationships: Collaboration, Communication & Influence, Inclusion

Leading Operations: Critical Thinking & Decision Making, Functional Expertise, Innovation, Program/Project Management

Developing & Inspiring People: Developing Self & Others, Emotional Maturity

### Qualifications

- Must be 18 years old or older.
- 5+ years of refereeing, coaching or playing experience in specific sport.
- Must have a desire to work with children and have the ability to relate to them in a positive, patient, sensitive and non-judgmental manor.
- Must possess oral, auditory and written communication skills
- Must be able to take initiative, have strong time management skills and be able to work independently if necessary.
- **Must be available on Saturday mornings from 8am-11am**

### Work Environment and Physical Conditions

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is regularly required:
  - To be on their feet for extended periods of time.
  - To be sitting down for extended periods of time.
  - To lift/pull equipment weighing up to 50 pounds.
  - Move around in the work environment.

### Signature

I have reviewed and understand this job description.

Employee's Name: \_\_\_\_\_

Employee's Signature: \_\_\_\_\_

Date of Signature: \_\_\_\_\_