



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

PIEDMONT FAMILY YMCA JOB DESCRIPTION

Job Title: **Wellness Director**

Status: F/T

Reports to: Branch Executive Director

Pay Range: \$50,000

FLSA Status: Exempt

Department: Wellness

Revision Date: 8/1/2021

POSITION SUMMARY:

The Brooks Family YMCA, a branch of the Piedmont Family YMCA association is currently seeking a highly motivated, mission-driven, team-oriented professional to lead the wellness department. The Brooks Family YMCA is a 79,000 square foot facility that features a wellness floor of roughly 9,000 square feet, three exercise studios, and a functional training area.

The YMCA is a nonprofit organization with the goal of strengthening the foundations of community. We do this through programs that help build a healthy mind, body and spirit for all, and our programs are built around our three focus areas: Healthy Living, Social Responsibility, and Youth Development

ESSENTIAL FUNCTIONS:

- Ensure members receive premiere service by monitoring and delivering health and wellness initiatives that meet the Y's policies, procedures, and best practices
- Develop and implement innovative wellness programming; overseeing the hiring, training, scheduling and supervision of wellness, personal training, and group exercise staff.
- Work with members to assist them in reaching their wellness goals; and oversight of the wellness floor and equipment.
- Coordinate member development through strong communication and special events by providing member involvement activities.
- Work closely and collaboratively with other departments to engage members and provide excellent service, as well as partnering with community groups to design and implement wellness initiatives.
- Oversee implementation and maintenance of the chronic disease programs.
- Develop, track and control the department budget.
- Actively participate in YMCA events, trainings, and other designated meetings.
- Ensure all wellness areas are clean, neat and equipment is in working order; recommends equipment changes and additions as needed.
- Keep up to date on industry trends to incorporate into fitness center and program operations.
- Identify new and innovative programs in the area of health and wellness, while targeting youth, adults, seniors, and families with an emphasis on increased membership retention.
- Adhere to the YMCA's core values of caring, honesty, respect, and responsibility.

LEADERSHIP COMPETENCIES:

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

Building Relationships: Collaboration, Communication & Influence, Inclusion

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

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

QUALIFICATIONS:

- A bachelor's degree in a wellness-related field is preferred.
- At least one-year of related experience in wellness/fitness management is required.
- Experience with a wide-range of wellness programming (with an emphasis on healthy living) highly desired.
- Minimum one-year experience working as a group exercise instructor or managing group exercise classes.
- Excellent verbal and written communication skills, interpersonal abilities and computer proficiency are necessary.
- The ability to effectively coach staff is essential.
- Candidates must be able to train and evaluate staff on proper exercise instruction.

WORK ENVIRONMENT & PHYSICAL DEMANDS:

- CPR/AED/First Aid required.
- National Personal Training certification such as ACSM, ACE, and CSCS preferred.
- ACE or AFAA Group Exercise certification preferred.

SIGNATURE:

I have reviewed and understand this job description.

Employee's name

Employee's signature

Today's date: _____