



## SHEBOYGAN COUNTY YMCA JOB OPENINGS MAY/SUMMER 2019

- Employment applications are available at the Main Desk of each Y.
- Questions and job descriptions may be requested from the contact person listed below or Human Resources.

<b>Branch</b>	<b>Sheboygan AND Sheboygan Falls</b>
Hours/Job Category	Part-time various times of day/night, and days of the week
Position:	<b>Fitness Instructors</b>
Position Description:	Teach group fitness classes
Salary	Based on experience and qualifications
Contact Person	Lynn Doolittle
Contact phone #:	(920) 451-8004, Ext. 140
Contact Email:	lberg@sheboygancountyyymca.org
Benefits	Individual YMCA Membership
Special Qualifications	Previous experience teaching group fitness classes, certification in respective class type, 1 <sup>st</sup> Aid, CPR/AED
<b>Branch</b>	<b>Sheboygan</b>
Hours/Job Category	Various – days, evenings, weekends, and <b>SUMMER</b>
Position:	<b>Lifeguards</b>
Position Description:	Responsible for the safety and well-being of participants in aquatic activities. Courteously enforce pool rules, regulations, and policies. Responsible for pool readings, cleanliness, and keeping pool area neat and organized. Complete incident reports as necessary, be familiar with rules and regulations, related to aquatic facilities. Must be prompt and dependable.
Salary:	Based on experience
Contact Person:	Kara Schuh
Contact Phone #	(920) 451-8004, Ext. 129
Contact Email:	kschuh@sheboygancouontyyymca.org
Benefits	Individual Y membership
Special Qualifications	Background in aquatics, lifeguard certification, 1 <sup>st</sup> Aid, CPR, and AED certified. must successfully complete the YMCA or Red Cross Lifeguard skills test
<b>Branch</b>	<b>Sheboygan</b>
Hours/Job Category	Part-time or full-time for <b>SUMMER (30-40 hrs. per week)</b>
Position:	<b>Day Care teachers</b>
Position Description:	Plan and implement age appropriate activities for school age children.
Salary:	Based on experience and education
Contact Person:	Tanya Goes
Contact Phone #	(920) 451-8004, Ext. 107
Contact Email:	tgoes@sheboygancountyyymca.org
Benefits:	Free individual Y membership
Special Qualifications:	Must be at least 18 years old. Previous experience working with children. Must have patience, understanding, and enjoy working with children. Agility to be able to get down on the floor, participate in outdoor activities, field trips, swimming, etc.



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<b>Branch</b>	<b>Sheboygan</b>
Hours/Job Category	Part-time; mostly nights
Position:	<b>Music Instructors</b>
Position Description:	Teach piano and/or voice lessons to children.
Salary	Based on experience
Contact Person	Lynn Doolittle
Contact phone #:	(920) 451-8004, Ext. 140
Contact Email:	lberg@sheboygancountymmca.org
Benefits	Individual Y membership
Special Qualifications	Previous experience teaching these respective skills. Ability to relate and interest in working with children.
<b>Branch</b>	<b>Sheboygan Falls</b>
Hours/Job Category	Part-time or full-time for <b>SUMMER (30-40 hrs. per week)</b>
Position:	<b>Day Care Teachers</b>
Position Description:	Plan and implement age appropriate activities for school age children.
Salary:	Based on experience and education
Contact Person:	Megan Kautzer
Contact Phone #	(920) 476-2464, Ext. 203
Contact Email:	mkautzer@sheboygancountymmca.org
Benefits	Individual Y membership
Special Qualifications	Must be at least 18 years old. Previous experience working with children. Must have patience, understanding, and enjoy working with children. Agility to be able to get down on the floor, participate in outdoor activities, field trips, swimming, etc.
<b>Branch</b>	<b>Sheboygan</b>
Hours/Job Category	Part-time various hours
Position:	<b>Gymnastics/Parkour Instructors</b>
Position Description:	Give clear, precise information to instruct students how to perform Parkour moves safely and correctly
Salary:	Based on job and experience
Contact Person:	Denice Nugent
Contact Phone #	(920) 451-8000, ext. 123
Contact Email:	dnugent@sheboygancountymmca.org
Benefits:	Individual Y membership
Special Qualifications:	Must be able to instruct and/or demonstrate gymnastics/Parkour skills. Ability to lift, drag, push/pull boards, mats, and equipment. Required to lift 50-100lbs repetitively to spot gymnasts. Must be able to reach, bend, squat, and kneel frequently, and for extended periods of time. Above average communication skills to work with children of all ages and confer with staff and parents. Previous experience with instructional gymnastics is essential, as well as enjoyment working with children.



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<b>Branch</b>	<b>Sheboygan</b>
Hours/Job Category	Gymnastics – Full-time
Position:	<b>Head Gymnastics Coach</b>
Position Description:	Coach the YMCA Gymnastic team. Manage gymnastic facility and equipment, develop lesson plans for Gymnastic and training team, schedule team for competition, keep all necessary forms, supervise and schedule staff, assist with set-up of equipment, and ensure safety.
Salary	Based on experience
Contact Person	Denice Nugent
Contact phone #:	(920) 451-8000, Ext. 123
Contact Email:	dnugent@sheboygancountyymca.org
Benefits	Paid vacation and sick days, health, dental and life insurance, free family Y membership, program discounts
Special Qualifications	Must maintain Red Cross CPR, First Aid, and AED certification, Follow Y-USA, WI YMCA, and USA Gymnastics rules and policies, and complete required other training
<b>Branch</b>	<b>Sheboygan</b>
Hours/Job Category	Gymnastics – Part-time
Position:	<b>Gymnastics Coordinator</b>
Position Description:	Work with Team Coach and Gymnastics Director to train, teach, spot, and coach gymnasts. Help with program registration, assist in developing lesson plans, instruct classes, teach private lessons, communicate with gymnasts and families
Salary:	Based on experience
Contact Person:	Denice Nugent
Contact Phone #	(920) 451-8000, Ext. 123
Contact Email:	dnugent@sheboygancountyymca.org
Benefits	Based on number of hours worked
Special Qualifications	Must maintain Red Cross First Aid, CPR, AED certification, Follow Y-USA, WI YMCA, and USA Gymnastics rules and policies, and complete other required training
<b>Branch</b>	<b>Sheboygan Falls</b>
Hours/Job Category	Child Watch- Part-time, evenings
Position:	<b>Care Giver</b>
Position Description:	Supervise and care for children ages infant to 8 years old. Engage children in age appropriate activities, maintain safe, healthy, pleasant environment for kids.
Salary:	\$8.00 - \$8.50/hr.
Contact Person:	Mike Gustafson
Contact Phone #	(920) 467-2464, Ext. 202
Contact Email:	mgustafson@sheboygancountyymca.org
Benefits:	Free Y membership
Special Qualifications:	Must be able to lift up to 35lbs., bend, twist, move intermittently, and get down on the floor to play with children. Previous experience working with children, patience, understanding, and enjoy being around children.



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<b>Branch</b>	<b>Sheboygan Falls</b>
Hours/Job Category	Part-time and Full-time between 6:00a.m. – 5:30p.m. <b>&amp; SUMMER</b>
Position:	<b>Day Care teachers; Lead and Assistants</b>
Position Description:	Assist the teacher with educational, recreational, nutritional, and disciplinary components of the program. Maintain a safe, healthy, and non-threatening environment. Interact with children at their level, maintain required records, perform opening and closing procedures
Salary	Based on experience, certifications, and credentials
Contact Person	Megan Kautzer
Contact phone #:	(920) 467-2464, Ext. 203
Contact Email:	mkautzer@sheboygancountyymca.org
Benefits	Individual YMCA Membership
Special Qualifications	Must be at least 18 years old, hold a certificate from the Registry of the WI Early Childhood Professional Recognition. Must be able to get down on the floor to work with children, participate in outdoor activities, field trips and swimming, etc.
<b>Note re: Summer</b>	Duties will include planning and implementing age appropriate activities for a group of school-age children. Pay is based on experience and education level. 30-40 hours per week (seasonal)
<b>Branch</b>	<b>Sheboygan</b>
Hours/Job Category	Full time; mix of days, nights and weekends
Position:	<b>Customer Service Coordinator</b>
Position Description:	Oversee all functions and services performed at the Main Desk. Schedule and supervise staff, communicate with program and administrative staff to stay abreast of current programs and activities, assist Business Manager with camp and class registration, greet customers and make them feel welcome, sign up new members, provide exceptional customer service while performing all of the typical duties of a customer service representative. Use the YMCA software system and maintain current information in the computer system. Balance cash drawer at the end of the shift, replenish supplies, ensure desk and surrounding area are always neat and clean
Salary:	Based on experience
Contact Person:	Terri Keppler, Business Manager
Contact Phone #	(92) 451-8000, Ext. 119
Contact email:	tkeppler@sheboygancountyymca.org
Benefits	Health, dental, life insurance, LTD, paid holidays, vacation, and sick time, Free Y family membership and discounts on program fees.
Special Qualifications	Able to read, write and speak English, be familiar and comfortable with computers, above average organizational skills, able to multi-task, Have patience, tact, and cheerful disposition, and be a positive role model for the YMCA. Have a good attitude and remain flexible. Previous experience and/or demonstrated success in a Customer Service role.
<b>Branch</b>	<b>Sheboygan</b>
Hours/Job Category	Part-time
Position:	<b>Livestrong Instructors</b>
Position Description:	Develop and learn the Livestrong program. Instruct, motivate, and encourage program participants to exercise at their level. Promote the Y's healthy body, mind, and spirit philosophy. (see job description for more details)
Salary:	Based on experience



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Contact Person:		
Contact Phone #		
Contact Email:		
Benefits:		
Special Qualifications:		
<b>Branch</b>		
Hours/Job Category		
Position:		
Position Description:	Based on experience	
Salary:	Denice Nugent	
Contact Person:	(920) 451-8000, Ext. 123	
Contact Phone #	dnugent@sheboygancountyyymca.org	
Contact Email:	Individual Y membership	
Benefits	Must have the ability to bike, walk, balance, and stretch for up to 60-75 minutes. Upper body strength to lift up to 25lbs., and manual dexterity to unlock/lock doors, operate stereo, and set up equipment.	
Special Qualifications		
<b>Branch</b>		
Hours/Job Category		
Position:		
Position Description:		
Salary:		
Contact Person:		
Contact Phone #		
Contact Email:		
Benefits:		
Special Qualifications:		