



WORK AT THE Y



Wellness Center Coordinator

\$14.00/hour

PART-TIME

This position is responsible for all aspects of the overall operation and administration of YMCA Wellness Center under the direction of the Member Experience Director. This includes supervising, overseeing, and supporting all members using the facility in cleanliness, immediate needs of members, upholding policies and monitoring 24/7 access. If personal trained certified, conducting training sessions and consultations. This is to be accomplished within the philosophy, policies, and procedures of the Stevens Point Area YMCA and within the recommendations of our national medical advisory board.

SKILLS & QUALIFICATIONS:

- Supervise and monitor the wellness center area and pickleball courts.
- Maintain program information files and database, usage totals, equipment cleaning and maintenance logs.
- Assist with the marketing and promotion of all programs and services under Member Experience Director direction.
- Assist with YMCA Special Events and collaborations within our community.
- Ensure your certifications are updated, documented, and current.
- Attend and actively participate in program staff meetings.
- Provide a minimum of 20% of hours per week of direct service to our members. Lead and direct those activities where volunteers or paid staff cannot be secured.
- Perform all duties prescribed for Manager on Duty to include rotation of weekend MOD coverage.
- Adjust work schedule to accommodate oversight of entire fitness department to include morning, evening, and/or weekend hours.
- Adhere to all YMCA policies, procedures, and regulations.
- Perform all other duties as assigned by supervisor.



HOW TO APPLY:

Scan the QR Code to apply online, or stop by the Member Services desk for a paper application.

CERTIFICATIONS:

- CPR/AED/First Aid certification within 60 days of hire.

The Stevens Point Area YMCA is an equal opportunity employer functioning under an Affirmative Action Plan.

FREE
Y Membership

Flexible
Schedule

Discounts on Y
programs and
Child Care

Internship
Credit/Work
Experience

Y Retirement
Savings Account

Supportive
Community

Inclusive Work
Environment