



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## OPEN POSITION ANNOUNCEMENT

### *Building Supervisor (PT)*

**Wage:**

\$12.75 per hour

**Location(s):**

Downtown YMCA

**Hours:**

12-15 hours/week, Nights and Weekends

**Responsibilities:**

- Collaborate with Branch Leadership and staff to ensure excellence and consistency in security and prompt service through daily care of members, program participants and volunteers.
- Diligently monitor facility for safety and service interventions; serve as first responder.
- Maintain and evaluate safety protocol and communicate with Operations Director regarding systematic approaches for continual improvement.
- Responsible for strict adherence to all Branch policies and procedures with particular attention on safety and professional conduct.
- Ensure full compliance with documentation not limited to: Incident Reports, Conduct Reports, and Shift Reports
- Must exhibit the core values of caring, honesty, respect, and responsibility in all aspects of work with the YMCA
- All other duties as assigned

**Qualifications:**

- Must be 21 or older with a high school education or equivalent
- Minimum 2 years demonstrated experience in active listening, critical thinking, social perceptiveness, and judgment and independent decision making and customer service
- Must be able to lift up to 50 pounds
- Must be able to gain and maintain and administer CPR for the professional rescuer, AED, 02, and First Aid
- Must be able to remain calm under pressure; resolve conflict professionally
- Ability to direct and coordinate emergency procedures

**Benefits:**

- Free Individual Membership or Discounted Household Membership to all YMCA Locations
- 403b Retirement Savings Plan
- Discounts on YMCA Programs, Child Care & Camps (based on qualifying hours worked)

**Deadline:**

**August 8, 2019**

**Apply Online:**

<https://apply.ymcamke.org>