



BATH AREA FAMILY YMCA

Job Title: Teen Time Leader

Department: Membership

POSITION SUMMARY:

The Teen Time Leader is responsible for the coordination and supervision of appropriate after school activities for kids in grades 6th-12th. The Teen Time Leader demonstrates cause driven leadership and engages in and promotes the YMCA mission through the core values: Honesty, Caring, Responsibility and Respect.

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

ESSENTIAL FUNCTIONS:

- Supervises youth participants; provides youth participants with positive support and guidance with on-site youth activities.
- Uses motivational techniques to encourage teamwork, cooperation, self-esteem, self-confidence, decision making, problem solving of participants, establishes achievable goals and objectives with participants.
- Provides instruction and monitors youth participants, maintains order during activities/games by counseling youth with behavioral challenges, documents, and reports interaction; recommends disciplinary action as needed.
- Works with the Program Director to develop schedules detailing times and activities for youth; allows each youth the opportunity to play in all games, in differing positions on the field/court.
- Provides a safe environment for youth by checking condition of facilities and equipment used; examines field/playground equipment prior to play for unexpected hazards; provides basic first-aid or contacts emergency services for severe injuries; keeps youth information sheet easily accessible for emergency contact information and/or existing medical conditions information.
- Reports any problems with youth behavior, parent behavior, or staff to Supervisor via incident report reports and documents serious incidents (child abuse, sexual abuse, etc.) to Supervisor and when necessary involves appropriate authorities.
- Other duties as assigned.

QUALIFICATIONS:

- Strong leadership skills with an ability to motivate and inspire.
- Experience with conflict resolution, problem solving, crisis management and motivational techniques.
- Multi-task efficiently and be flexible in all situations
- Applicants must be able to work independently as well as with a team.

WORK ENVIRONMENT & PHYSICAL DEMANDS:

This position is required to be performed on the YMCA premises. Regular interaction with members and staff. Supervision received from the Program Director. May also take direction from senior staff.

PHYSICAL DEMANDS: 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 stand; walk; reach with hands or arms; lift and/or move up to 50 pounds;



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climb or balance; and stoop, kneel, crouch, or crawl. The employee may be required to sit; use hands to finger, handle, or feel objects, tools, or controls; and talk or hear. Must be physically fit to lead a class at the appropriate level

SIGNATURE:

I have reviewed and understand this job description.

Employee's Name (please print)

Employee's Signature

Today's Date: _____