



HOPKINS COUNTY FAMILY YMCA JOB DESCRIPTION

TITLE:	Healthy Living Advocate	DEPARTMENT:	Wellness
HOURS:	9-20 hours/week	DIRECT SUPERVISOR:	Director of Community Health
DATE EFFECTIVE:	January 1, 2022		

POSITION SUMMARY: Healthy Living Advocates will provide extraordinary service and information to current and prospective members of the YMCA. Responsible for conducting new member orientation and equipment tutorials as well as connecting members to programs, trainers and classes that could help them reach their goals. They are responsible for the activity, cleanliness and organization in the cardio and weight rooms and provides simple administrative support, if needed.

VISION:

We enhance lives by intentionally offering a welcoming and inviting experience, building genuine relationships and serving to exceed members', guests', staff and the surrounding community's expectations. Strengthening community is our cause.

QUALIFICATIONS:

- **MUST be 18 years or older.**
- Dependable and self-motivated.
- Professional, alert and courteous.
- Previous YMCA experiences, or experience in personal training, and health and wellness programming is a plus.
- CPR, First Aid, AED certification within 30 days of hire.
- An enthusiastic personality with the desire to serve members and staff and the communication skills to relate to diverse groups of people.

ESSENTIAL FUNCTIONS:

- Provides excellent member experience; greet and acknowledge all members, provide courteous prompt and sincere attention to members, guests and staff.
- Monitors the wellness floors to ensure general safety and equipment function; enforces all member codes of conduct, rules and policies including, but not limited to, age restrictions, dress codes, language and proper use of YMCA equipment and facilities.
- Conducts equipment orientations and demonstrates correct stances, posture, alignment and technique during wellness consultations & orientations; shows safe,

effective ranges of motion and exercise control. Demonstrates strength & endurance maintaining role model form throughout.

- Completes daily cleaning tasks as assigned, and records their completion.
- Promotes programs, group x classes and personal training.
- Integrate the mission of the YMCA and follow the core values of honesty, caring, respect, responsibility and faith into the healthy living aspect of job responsibilities.

EFFECT ON END RESULTS:

- The Y will be recognized by the community as providing consistently excellent service; a safe and inviting environment for all.
- The Y will effectively connect and build a relationship with its members and the community, increasing member enrollment and retention and ultimately increasing the number of people positively impacted by the Y.

PHYSICAL DEMANDS

- Ability to walk, stand, and sit (including on the floor) for long periods of time.
- Exposure to communicable diseases and bodily fluids.
- Must be able to lift or carry up to 20 pounds in weight.
- Ability to stand or sit while maintaining alertness for several hours at a time.
- Position may require bending, leaning, kneeling and walking.
- Ability to speak concisely and effectively communicate.
- Visual and auditory ability to respond to critical situation and physical ability to act swiftly in an emergency.

Required core competencies for all positions

- Tell the YMCA story in a compelling way that influences others to donate both time and resources to support the YMCA mission and strategy. Staff must be able to articulate how the YMCA is a charitable organization.
- Monitor and ensure at all levels the highest level of member and program participant satisfaction.
- Demonstrate physical, emotional, and intellectual competencies necessary for good judgment when performing assigned duties.
- Participate and support the management team ensuring association-wide goals are met. Attend and participate in trainings, meetings, and evaluations.
- Provide staff with time, tools and resources to meet or exceed job requirements.
- Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.
- Accept and complete any special assignments as deemed appropriate by any other director.
- Supports and participates in assigned aspects of the Annual Giving Campaign.

This description is a summary of the functions of this position. Other duties may be assigned as needed. The YMCA reserves the right to review and adjust this job description as business needs dictate.