

**YMCA of the Greater Tri-Cities  
JOB DESCRIPTION**

JOB TITLE: Youth Sports Site Supervisor  
FLSA TYPE: Non-Exempt  
SALARY RATE: Minimum Wage

REPORTS TO: Youth Sports Director  
POSITION TYPE: Part-Time/Seasonal  
DATE REVISED: 1/2020

**General Function:**

To set up and supervise the youth sports activity within YMCA guidelines and to maintain the gym/field facilities in accordance with facility guidelines.

**Qualifications & Experience:**

- Specific knowledge of game rules and sports activity
- Must be at least 16 years of age
- Ability to transport sports gear to and from fields
- Interest in and desire to work with Volunteers and youth
- Possesses good communication skills
- Ability to perform physical activities
  - Be able to lift 40 lbs
  - Be able to stand up to 95% of the day

**Principle Activities:**

- Provide game rule enforcement
- Responsible for game equipment
- Attend and support planned activities (games, clinics, training events, etc.)
- Assist in teaching specific sports skills (as needed)
- Report injuries, cancellations, etc. to Youth Sports Director following games
- Responsible for the conduct of the total site area; game, volunteers and parents
- Follow safety procedures and guidelines
- Follow policies set forth by the YMCA
- Demonstrate and interpret YMCA philosophy to players, parents, and coaches
- Set up and take down field/gym for games
- Meet with both coaches before each game to discuss any problems, ground rules, etc.
- Know and enforce YMCA rules of the sport
- Stop play when necessary and explain violations consistently and fairly
- Alert coaches when play is too rough, or a player needs to be cooled off
- Communicate problems or concerns to Youth Sports Director
- Communicate information from Youth Sports Director to parents, coaches, and players
- Use positive public relations when dealing with concerns from parents and coaches

### Effect on end results

This position is responsible for following YMCA policies and procedures to work with both staff and customers to assure that the Sports program of the YMCA of the Greater Tri-Cities operates in a smooth and professional manner.

### Equal opportunity employer

The YMCA of the Greater Tri-Cities is an Equal Opportunity Employer. The YMCA of the Greater Tri-Cities does not discriminate on the basis of race, creed, religion, color, sex, marital status, age, national origin or disability.

### YMCA of The Greater Tri-Cities Mission

Our mission is to put Christian principles into practice through programs that build healthy spirit, mind and body for all. We promote the four YMCA core values of caring, respect, honesty and responsibility. We build strong kids, strong families, strong communities. The Y is for youth development, healthy living, social responsibility.

### Disclaimer

The position description is intended to provide an overview of the requirements of the position. As such, it is not necessarily all-inclusive, and the job may require other essential and/or other position functions. The YMCA of the Greater Tri-Cities reserves the sole right to modify this position description at any time with or without notice. Nothing in this position description, nor by the completion of any requirement of the job by the employee, is intended to create a contract of employment of any type. Employment is "At-Will" and may be terminated at any time by the employee or the employer with or without cause or notice.

