



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

MANSFIELD AREA Y

Job Title: Y on Wheels Program Intern

FLSA Status: Non-Exempt

Reports to: Director of Outreach

Job Code: 05-11

YMCA Leadership Class:

Revision Date: 09/08/2017

POSITION SUMMARY:

Under the direction of the Director of Outreach, the Y on Wheels Program Intern will be assisting in the supervision of Y on Wheels Activities and a variety of on-site and off-site locations, along with YMCA events and specialized programs. The intern will be paid \$9.55 an hour for up to 400 hours during the late spring/summer months.

The Mansfield YMCA is a 501c3 non-profit organization, incorporated in 1867. At the Y, strengthening our community is our cause. Every day, we work side-by-side with our neighbors to make sure that everyone, regardless of age, income or background, can learn, grow, and thrive.

ESSENTIAL FUNCTIONS:

1. Thinks, communicates, and behaves as a cause-driven leader and role model for other staff, volunteers, and members when it comes to desired staff behaviors; promotes youth development, healthy living, and social responsibility in all job-related functions.
2. Assists with Y on Wheels activities, ensures program spaces (fields, courts, and facilities) are clean, efficient, and free from safety hazards.
3. Assists instructors with programs through helping them organize, develop and facilitate the programs.
4. Assist in the marketing and distribution of program information, may organize and schedule program registrations.
5. Assist and maintains collaborative relationships with community organizations.
6. Help coordinate use of facilities for program activities and events.
7. Models relationship-building skills (including Listen First training) in all interactions. Directs or responds to all member and community inquiries and complaints in a timely manner.
8. Maintains, records, and compiles statistical information for outcome measurements of programs and events.
9. Monitors and evaluates the effectiveness of the participation in programs.
10. Monitors daily operations of programs to adhere to all YMCA health and safety standards and policies.

QUALIFICATIONS:

1. Current college student
2. Experience in Recreational, Sports Management, Communications, Health Promotion or similar health related field
3. Certification in CPR, First Aid, AED is preferred
4. Must be able to provide a valid Driver's License
5. Must be able to work weekday and weekends

Timeline:

1. Approximate Start Date: May 2019
2. Approximate End Date: August 2019

How to Apply

1. Mail applications/resumes to the Mansfield Area Y at 750 Scholl Rd. Mansfield, Ohio 44907
2. Email applications/resumes to Kerrick Franklin at kfranklin@mansfieldy.org

