



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

ATHENS-MCMINN FAMILY YMCA JOB DESCRIPTION

Job Title: **Y-Play Attendant**

FLSA Status: **Non-Exempt**

Status: **Part-time**

Reports to: **Sr. Director of Youth/Family Programs**

Job Code: **P05**

Hours: **Minimum 5 hrs. per week**

Department: **Membership**

Revision Date: **7/27/26**

POSITION SUMMARY

The Y-Play Attendant is responsible for supervision and interaction of children ages 6 weeks to 12 years old while under the care of the Y-Play Department. In addition, every position in the Athens-McMinn Family YMCA is responsible for upholding the Christian principles that are central to our mission by modeling behaviors that exemplify the Y's core values - caring, honesty, respect and responsibility.

CORE FUNCTIONS:

- Supervises and interacts with children in the Y-Play area in a safe and professional manner.
- Cultivates positive relationships and maintains effective communication with parents, children, and other staff. Models relationship-building skills in all interactions.
- Adheres to program standards including safety and cleanliness standards.
- Implements program activities under the direction of the Sr. Director of Youth and Family Programs.
- Actively engages with children in all activities and play.
- Attends staff meetings and trainings as scheduled, including abuse prevention training.
- Reports for duty in professional and timely manner.
- Follows all Y policies, rules, regulations and procedures, including emergency and safety procedures. Completes incident and accident reports as necessary.
- Adhere to policies related to boundaries with consumers.
- Adhere to procedures related to managing high-risk activities and supervising consumers.
- Report suspicious or inappropriate behaviors and policy violations.
- Follow mandated abuse reporting requirements.
- Other duties may be assigned

WORK SCHEDULE:

The part-time work schedule may vary. This programs runs Monday-Friday 8:00AM-12:00PM, Monday-Friday 4:00PM-8:00PM, Saturdays 8:00AM-11:00AM.

REQUIREMENTS

EDUCATION AND/OR EXPERIENCE

There are no educational requirements for this position. Previous experience working with children preferred

QUALIFICATIONS

Individuals must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or scheduled form.

WORK ENVIRONMENT

While performing the duties of this job, the employee is regularly inside. The noise level in the work environment is usually moderate.

MATHEMATICAL SKILLS

Ability to add and subtract two-digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, volume and distance.

PHYSICAL DEMANDS

May be required to stand, use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to sit and climb or balance. Occasionally required to walk; stoop, kneel, crouch, or crawl; and smell. Specific vision abilities required by this job include close, distance, color and peripheral vision, depth perception, and ability to adjust focus. Ability to lift up to 50lbs.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of the organization. Must be able to project voice across distance in normal and loud situations.

CERTIFICATES, LICENSES, COURSES

- Child Abuse Prevention Training required within 30 days of hire date.
- Current CPR or higher; required within 30 days of hire date.
- New Employee Orientation; required to start work, provided by the Y.
- Additional training, licenses, and courses may be required throughout employment.

SIGNATURE

I have reviewed and understand the job description for this position.

Employee's name

Employee's signature

Today's date: _____