



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

OPPORTUNITY
AWAITS

NIGHT SUPERVISOR

Part-time | 3-10 PM | Eau Claire YMCA

JOB DESCRIPTION:

Under the supervision of the Facilities Director, responsible for the overall cleanliness and general appearance of the YMCA facility while providing assistance on general maintenance projects and emergency repairs as requested. Responsible for modeling our four values: Caring, Honesty, Respect & Responsibility. Responsible for building security, member safety and staff productivity.

RESPONSIBILITIES:

1. Positively models and reinforces YMCA's core values, mission statement, and relationship-building skills in all interactions.
2. Follow and enforce all YMCA procedures and policies, including personnel guidelines, safety guidelines, facility access procedures and membership policies. Carry out emergency plans as necessary.
3. Ensure Y is attractive and clean by completing all duties listed on the daily schedule and maintain upkeep of assigned area and equipment. May perform wet and dust mopping, dusting, trash removal, recycling, window washing, pool cleaning, painting, vacuuming and shampooing of carpets, operating scrubbers, seasonal activities dealing with landscaping, irrigation, snow removal, and general cleaning. Open and/or close the building dependent on shift. Also, clean locker rooms, bathrooms, showers, etc. Replaces soap, paper towels, and other supplies. Your duties and shifts may vary depending on the schedule.
4. Supervise any evening housekeeping/maintenance staff to ensure all duties are completed.
5. Assist in set-up and clean-up for all special events. May set up furniture for events. Provide assistance on special projects as requested.
6. Respond to all feedback and complaints in a courteous and thorough fashion. Respond to member and staff concerns in a timely and professional manner. Attend all maintenance and other meetings as directed.
7. Keep parking lots free of litter. Immediately report safety concerns.
8. Ensures YMCA building and property is secure during shift and report incidents and hazardous conditions to supervisor.
9. Operates related motorized and non-motorized equipment.
10. Perform all other duties as assigned by supervisors.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is often required to: climb stairs, bend, stoop, kneel, twist, reach with hands, sit, stand for an extended period of time, climb ladders, walk, shovel snow, plow snow, lift and/or move up to 50 pounds, have finger dexterity, grasp, perform repetitive motions, talk, hear and have visual acuity.

WAGE RANGE: \$14-\$16 PER HOUR

CAUSE DRIVEN

Work with passionate people and help make our community a better place!

FREE

Y Membership

IT'S FUN!

There is something new and exciting happening everyday!

HOW TO APPLY:

Please apply on our website www.ymca-cv.org/careers or through Indeed. Scan the QR code to fill out our YMCA application.

