

## ***Sports Coordinator (Full-Time)***

### **Responsibilities:**

- Plan, prepare and manage youth and adult sports programs, tournaments and leagues.
- Instruct sports classes and Physical Education classes to children of all ages.
- Plan, implement and supervise the Sunday Family Gym program.
- Recruit/hire/supervise/schedule/train/evaluate employees on an ongoing basis for program areas of responsibility including substituting instructors in their absence.
- Plan, instruct and/or supervise programs, activities and staff for Camp JCC, as assigned.

### **Qualifications:**

- Candidate must have the ability to lead and participate in multi sports and physical education classes.
- Excellent interpersonal skills, written and verbal communication skills
- Ability to communicate effectively with members, customers, colleagues and staff.

### **Experience:**

- Minimum of 2 years college education. Preferably a BS in PE, Rec or related area
- 2+ years' experience working with youth ages 3+ in a sports or recreational capacity
- Must be FIRST AID and CPR/AED certified within 30 days of employment.
- Experience in coordinating sports leagues

### **Benefits:**

Health/dental, paid time off (PTO), holidays, flexible spending account, 403(b); Free membership to our on-site fitness center, indoor/outdoor pools and employee discounts to most Center programs. We are conveniently located near two Metro Red Line stations and have free on-site parking.

**E-mail résumé, cover letter and salary requirements to [jobs@jccgw.org](mailto:jobs@jccgw.org)**