



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

Job Title: **Gymnastics Coach**

FLSA Status: Part-Time Non Exempt

Reports to: Gymnastics Coordinator

Department: Gymnastics

Revision Date: 03/2026

### **POSITION SUMMARY:**

Inspire and enable gymnasts to achieve their greatest potential, developing skills and techniques to succeed in and outside the gym. This is accomplished through effective leadership skills and safe spotting and instruction of gymnastics skills during practices. Due to the instructional nature of the position, the Coach must actively lead all skills.

### **ESSENTIAL FUNCTIONS:**

1. Model and uphold the YMCA's core values of honesty, caring, respect, and responsibility while serving as a positive role model through professionalism, sportsmanship, accountability, and a strong work ethic in all interactions with gymnasts, families, and staff.
2. Create a safe, inclusive, and motivating training environment that supports each gymnast's individual growth, confidence, and long-term development while building strong, trusting relationships with gymnasts and their families.
3. Deliver high-quality gymnastics instruction focused on proper technique, body alignment, strength development, skill progression, and injury prevention, providing consistent feedback, guidance, and encouragement before, during, and after practice.
4. Collaborate and communicate effectively with coaching staff and leadership regarding athlete development, practice planning, progress, concerns, behavioral issues, injuries, and parent communication to ensure consistency across the program.
5. Assist in planning practices, routines, and team development strategies; mentor and support assistant coaches; and actively implement all safety standards, spotting protocols, equipment checks, and emergency procedures while fulfilling additional program-related duties as needed.

### **YMCA COMPETENCIES:**

*Mission Advancement:* Accepts and demonstrates the Ys values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fund-raising.

*Collaboration:* Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

*Operational Effectiveness:* Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Follows budgeting policies and procedures, and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.

*Personal Growth:* Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

**Fond du Lac Family YMCA**

90 W. 2<sup>nd</sup> Street  
Fond du Lac, WI 54935

**RESPONSIBILITIES:**

1. **Abuse Risk Identification and Prevention:** Identify, assess and manage risks related to abuse, harassment, and misconduct within the organization or external interactions. Develop and implement abuse prevention strategies and policies to ensure a safe and respectful environment for all stakeholders.
2. **Incident Reporting and Response:** Act as a point of contact for abuse-related concerns or incidents. Ensure incidents are documented accurately and promptly reported according to the organization’s abuse risk management protocols. Collaborate with relevant departments to investigate and resolve abuse complaints.
3. **Training and Awareness:** Conduct training programs to educate staff, volunteers, and other stakeholders about recognizing and preventing abuse. Promote awareness of the organization’s abuse prevention policies and encourage a culture of respect, inclusivity, and accountability.
4. **Compliance and Legal Responsibilities:** Ensure adherence to local, state, and federal laws regarding abuse prevention. Keep up-to-date with changes in legislation and best practices related to abuse risk management and adjust policies as necessary.
5. **Collaboration and Support:** Work closely with human resources, legal and other department to ensure effective implementation of abuse prevention strategies. Offer support to individuals affected by abuse and collaborate with external organizations, such as law enforcement or social services, when appropriate.

**QUALIFICATIONS:**

1. One year experience in gymnastics or related teaching experience required, to include knowledge of gymnastics terms and skills and the ability to break skills down to a teachable level.
2. Experience and knowledge of progressive and competitive gymnastics. Demonstrated experience in safely teaching and spotting complex skills or a combination of skills as performed in competition.
3. Experience competing or coaching in a competitive environment is helpful.
4. A thorough understanding of the USAG policies and procedures is preferred.
5. Requires significant use of hands, arms, and body, as well as the ability to lift up to 50 pounds to set up and put away equipment and safely spot participants. CPR, AED and First Aid certification within 90 days of employment.
6. Must be able to easily move through all program areas and effectively communicate and actively interact with customers.
7. Excellent interpersonal and problem solving skills and the ability to connect with people of diverse backgrounds.

**WORK ENVIRONMENT & PHYSICAL DEMANDS:**

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Ability to instruct and observe participants in proper gymnastics techniques.
- Ability to lift equipment, and to lift a small to average size child.

**SIGNATURE:**

I have reviewed and understand this job description.

\_\_\_\_\_  
Employee’s name

\_\_\_\_\_  
Employee’s signature

Today’s date: \_\_\_\_\_