



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA JOB DESCRIPTION

Job Title: **Health and Fitness Director**

Hours: Full-time

Status: Exempt Salaried

Revision Date: May 7, 2026

Reports to: Executive Director

Salary Range: Negotiable

POSITION SUMMARY:

The Health, Fitness & Sports Director provides strategic leadership and daily oversight for the Grant County Family YMCA's wellness and sports programming. This position is responsible for creating and maintaining high-quality fitness, wellness, and sports experiences that support the YMCA mission of strengthening community through healthy spirit, mind, and body for all.

The Director oversees fitness operations, group exercise programming, wellness initiatives, sports programming, staff leadership, and member engagement while ensuring programs are safe, impactful, mission-driven, and financially sustainable.

ESSENTIAL FUNCTIONS:

- Directs and supervises all Health & Wellness and Sports program activities.
- Recruits, hires, trains, schedules, supervises, develops, and evaluates staff and volunteers.
- Develops and expands youth and adult sports programming including leagues, clinics, and camps.
- Oversees all group fitness programming, personal training opportunities, and wellness initiatives.
- Creates a welcoming and inclusive environment that increases member engagement and retention.
- Maintains fitness equipment and sports spaces to ensure safety and operational excellence.
- Develops program schedules and staff schedules for assigned departments.
- Works in direct service, including working on the fitness floor and teaching Group Fitness Classes and/or Personal Training
- Monitors daily operations to ensure compliance with YMCA policies and safety standards.
- Assists in the marketing and promotion of wellness and sports programs.
- Builds effective relationships with schools, community organizations, and local businesses.
- Develops and manages departmental budgets.
- Tracks participation data and evaluates program effectiveness.
- Responds to member and community concerns in a timely and professional manner.
- Assists with YMCA fundraising efforts and community events.
- Serves as a positive representative of the Grant County Family YMCA.

*This is not an exhaustive list of job duties. Other duties, responsibilities and activities may be assigned.

YMCA COMPETENCIES (Team Leader):

Mission Advancement: Models and teaches the YMCA's values and mission while creating meaningful community impact.

Collaboration: Builds authentic relationships and fosters inclusion among members, staff, volunteers, and partners.

Operational Effectiveness: Creates systems and processes that support program excellence and organizational growth.

Personal Growth: Demonstrates adaptability, professionalism, and a commitment to learning and leadership.

QUALIFICATIONS:

- Bachelor's degree in Sports Management, Exercise Science, Recreation, Health & Wellness, Education, or related field preferred.
- Minimum of two years of experience in fitness, wellness, sports programming, recreation management, or related leadership role preferred.
- Experience supervising staff, volunteers, coaches, or instructors preferred.
- CPR/AED and First Aid certifications required within 60 days of hire.
- Ability to obtain YMCA program-specific certifications as required.
- Strong leadership, communication, organizational, and relationship-building skills.
- Ability to work a flexible schedule including evenings, weekends, and special events.
- Passion for community impact and alignment with the YMCA mission and values.

PROGRAM SPECIFIC RESPONSIBILITIES

Health & Wellness

- Oversee group fitness schedules and wellness programming.
- Supervise fitness attendants, personal trainers, and instructors.
- Develop new wellness initiatives and member engagement opportunities.
- Maintain wellness equipment and coordinate repairs and preventative maintenance.

Sports Programming

- Oversee youth and adult sports leagues, clinics, camps, and instructional programs.
- Recruit and supervise coaches, officials, volunteers, and sports staff.
- Develop sports schedules, team organization, and league operations.

Community Engagement & Events

- Assist with YMCA special events, wellness events, fundraising initiatives, and outreach activities.
- Support sponsorship opportunities and community partnerships connected to wellness and sports.

PHYSICAL DEMANDS

Physical expectations for the Health, Fitness & Sports Director combine administrative work with active, floor-based leadership responsibilities, requiring a balance of strength, mobility, and stamina. Typical physical requirements include lifting equipment and supplies, standing and walking for extended periods, demonstrating exercise and sports techniques, setting up and tearing down program spaces, and ensuring facility safety. The employee must be able to perform the physical aspects of the position including bending, reaching, climbing stairs, and lifting up to 50 pounds as needed to support YMCA operations and programming.

Strengthening community through healthy spirit, mind, and body for all.

