



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

ALLENTOWN YMCA JOB POSTING

Job Title	Welcome Center Associate
Department	Membership
Reports To	Membership Services Director
Job Summary	<p>JOIN US IN SOMETHING BIG. The Allentown YMCA has been servicing the community through fitness, programs and child care for over 60 years. The Y is a non-profit organization dedicated to putting Christian Principles into practice through programs that build healthy spirit, mind and body for all. The Y is looking for dedicated candidates who have a passion for working with diverse groups of people from all social and economic segments of the community; would like to make a difference in the community; and want to be a part of a progressive team.</p> <p>Job Description: This position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living and social responsibility. Delivers excellent service to all members, guests, and program participants. Responds to member and guest needs, promotes memberships and program, and maintains cleanliness and organization of the lobby area.</p> <p>Must have the ability to: work independently or under direct supervision; strong communication, relationship building and problem solving skills; ability to respond to emergency and safety situations.</p> <p>\$8.00- \$8.50 based upon education and experience</p> <p>Available to work evening and weekend hours a must</p>
Location	Allentown YMCA
Hours Per Week	20-25
Status	Part-time
Position Requirements	Child Abuse Clearance, PA State Police Clearance and FBI Clearance (paid for by the YMCA/must maintain employment for 6 months from hire date), CPR/AED and First Aid within 30 days of hire.
Educational Requirements or Experience Required	2 Years customer service experience. Educational Requirements: Minimum of High School Education; Some College preferred.
Respond To	Tiffany Henning tiffanyhenning@greatervalleyymca.org 610-351-9622
Date Posted	3/21/2017

EQUAL OPPORTUNITY EMPLOYER