



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## **SPARK PE DIRECTOR**

**YMCA:** YMCA of Klamath Falls

**Location:** Klamath Falls, OR

### **Job Description:**

Working with the YMCA of Klamath Falls (YMCA) and Klamath Falls City School District (KFCD), this position will be concerned with all duties necessary to implement a physical education-based curriculum. This is a seasonal position which will run from September-June.

### **Job Functions:**

- Directs and supervises program activities to meet the needs of the community and fulfill YMCA objectives.
- Establishes new program activities and expands program within the community in accordance with strategic and operating plans. Develops and maintains collaborative relationships with community organizations.
- Recruits, hires, trains, develops, schedules, and directs personnel and volunteers as needed. Reviews and evaluates staff performance. Develops strategies to motivate staff and achieve goals. Ensures records of staff certifications are current and complete.
- Develops and monitors program budget to meet fiscal objectives.
- Provide a positive, well-organized, and disciplined environment to promote student learning and development of essential physical education skills and fitness practices.
- Plan, lead, and participate in staff meetings, trainings and any other meetings assigned.
- Maintain professional relationships with school personnel, students, families, and community partners.
- Upholds all ethical polices to which the agency subscribes.
- Upholds policies specific to school district policies and expectations.
- Works well individually and in a team environment.
- Personal goals and values that emulate the YMCA core values and support the YMCA mission statement.
- Follows YMCA/School District policies and procedures; responds to emergency situations
- Participates in management meetings and/or related meetings.

### **Qualifications:**

- Experience in working with children in an educational or recreational setting-required
- CPR, First Aid, AED certifications and Child Abuse prevention training within 30 days of hire date.
- Previous experience working with children in a developmental setting preferred.
- Ability to plan, organize and implement age-appropriate/developmentally appropriate program activities.
- Previous experience with diverse populations; which includes, but not limited to, working with students with behavioral issues. Ability to develop positive, authentic relationships with people from different backgrounds.

## **HOW TO APPLY**

Please complete application and include cover letter, resume and 3 references

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