



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Membership Director (Full-time) – Stuart

Salary: \$40,000 – \$42,000/year

Duties/Responsibilities:

Deliver excellent customer service to all members and guests. Plan, coordinate, market and initiate membership promotions to generate new members and renew existing memberships. Recruits, hires, trains, creates schedule, and directs personnel and volunteers for the front desk and Childwatch. Oversees Childwatch to ensure a clean and safe environment. Attend relevant community events with opportunities to promote the YMCA. Ensures proper implementation of front desk and childwatch procedures. Prepare and submit monthly reports documenting activities and progress. Plan, develop and work within an annual budget emphasizing income production and expense control. Lead Membership department's participation in Y's Annual Campaign. Participate in MOD (manager on duty) schedule as required. Develop and promote among staff the best "Tour Practices" and expectations. Other duties as assigned.

Requirements:

Bachelor's degree required, preferably in marketing and/or communications. Minimum of 2 years prior marketing or sales experience; or equivalent of education and experience. Excellent supervisory/leadership skills and the ability to effectively discipline, counsel, and evaluate staff. Computer literate; working knowledge of various software packages including Microsoft Office, email, and internet. Ability to interact well with all levels of general-public, members, guests, staff, and management. Sensitivity to understanding and supporting the YMCA's Mission and Core Values of caring, respect, honesty, and responsibility.

****Gym membership included for employee and immediate family members****

Apply online: <https://ymcatreasurecoast.org/online-job-application/>

**YMCA OF THE TREASURE COAST
1700 SE Monterey Road, Stuart, FL 34996
772.286.4444
www.ymcatreasurecoast.org**



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Youth and Family Engagement Director (Full-time) – Stuart

Salary: \$50k – \$55k/year

Duties/Responsibilities:

- Increase and retain youth and family engagement across all YMCA programs, services, and locations.
- Assist in the marketing and distribution of program information internally and externally.
- Elevate the YMCA member experience through the incorporation of quality youth and family programs and services into existing YMCA programs and services.
- Compile program statistics. Monitor and evaluate the effectiveness of and participation in programs.
- Develop and monitor program budgets to meet fiscal objectives.
- Develop and maintain collaborative relationships with colleagues and the community, inside and outside the YMCA.
- Assure compliance with federal, state, and local regulations as they relate to program areas, including ADA accommodations where appropriate.
- Ensure that YMCA program standards are met, and safety procedures are followed.
- Recruit, hire, train, develop, schedule and direct personnel and volunteers as needed to maintain program quality; review and evaluate staff performance; develop strategies to motivate staff and achieve goals.
- Grow existing and develop new strategic partnerships, sponsorships, and/or fund-raising campaigns to support program goals and objectives.

Requirements:

- Bachelor's degree or higher in human development, education, psychology, or a closely related field is required.
- At least two years of experience in the education, non-profit, and/or community agency industries, preferably supervising people, is required.
- Ability to relate effectively to diverse groups of people from all social and economic segments of the community.
- Completion of all YMCA required trainings including CPR with AED and First Aid.

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Director of Development (Full-time) – Stuart

Salary: \$70,000 – \$75,000 per year

Duties:

As the Development Director, you will be responsible for overseeing and implementing fundraising strategies to support our organization's mission and goals. Your duties will include:

- Developing and executing comprehensive fundraising plans
- Identifying and cultivating potential donors, sponsors, and partners
- Managing donor relationships and stewardship activities
- Developing appropriate fundraising policies and procedures for the association
- Tracking all gifts and pledges by source and purpose and providing reports as needed
- Developing communication plans to ensure members, participants, and the community understand the case for support
- Planning and organizing fundraising events, including logistics, marketing, and donor cultivation
- Utilizing digital marketing strategies to enhance fundraising efforts
- Conducting research on potential funding sources and grant opportunities
- Collaborating with the leadership team to develop strategic initiatives for sustainable growth
- Representing the association as required by the President

Skills:

To excel in this role, you should possess the following skills:

- Bachelor's degree in a related field or equivalent; Master's degree preferred
- Minimum of eight years of professional experience with a background in fundraising in the YMCA or other nonprofit
- Excellent research skills to identify potential funding sources and grant opportunities
- Experience in events management and event planning
- Strategic planning abilities to develop effective fundraising strategies
- Ability to relate to top community leaders and diverse groups of people from all social and economic segments of the community
- Understanding of market trends and fundraising best practices
- Proven track record in successful fundraising efforts

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