



YMCA OF METROPOLITAN DETROIT

JOB VACANCY

"An Equal Opportunity Employer"

TITLE

Membership Specialist

HIRING RANGE

\$35, 100 On Target Earning (Base + Commission)

ADDRESS

Boll Family YMCA
1401 Broadway
Detroit, MI 48226

DATES

Resumes until August 1, 2010

MINIMUM CRITERIA

- Bachelors degree or two years full-time experience in a related field is required
- Strong oral and written communication skills required
- Strong language skills, sound reasoning ability, and an aptitude for working with others in a patient, professional manner that instills the YMCA character development values and mission is required
- Exceptional phone and interpersonal skills are necessary for success. Quality work balanced with an ability to expedite projects efficiently is necessary

JOB SEGMENTS

- Responsible for department goals of Dept. 20 (Membership)
- Compile daily, monthly sales reports
- Track all inquiries, follow up calls, tours, sales and guest visits per membership development systems
- Meet and exceed monthly sales goals
- Facilitate all retention programs as determined by the Membership/Marketing Director
- Be pro active in organizing new member sales initiatives
- Be pro active in developing and implementing branch member retention efforts
- Pursue opportunities to promote YMCA
- Organize member appreciation days
- Remain familiar with all YMCA programs
- Participate in team meetings
- Organize new member socials

POSITION DESCRIPTION Excellent opportunity for a goal-oriented individual to ensure monthly and annual membership development goals is achieved. Responsibilities will extend to the implementation and administration of the branches sales and marketing strategies and to help represent the YMCA mission, policies, and character development.

FACILITIES The Boll Family YMCA is located in the entertainment district area of downtown Detroit, Michigan. The 100,000 square foot branch features include a comprehensive wellness center, 2 group exercise studios, climbing wall, full court gym, 2 racquet courts, aquatics center with 2 pools, locker facilities including a family locker room, 4 arts classrooms including a media lab, a licensed child care center, a 200 seat theatre, and an outdoor playground with splash pad. The Boll Family YMCA has received numerous awards for architecture and program development including the YMCA of USA Global Center of Excellence.

PROGRAMS The branch offers a comprehensive youth, adult and family program including a licensed child care center and arts and humanities program.

SERVICE AREA The Boll Family YMCA serves the city of Detroit and surrounding communities.

WHY LIVE IN THE MICHIGAN AREA Michigan is the home of major international companies, organizations, colleges and universities. Upscale housing, award winning schools and family oriented communities make Michigan and the Detroit area a great place to live, work and play.

Send Resumes to:
Dennis DeGrazia, Membership and Marketing Director
Boll Family YMCA
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Detroit, MI 48226
ddegrazia@ymcametrodetroit.org