



Kamloops
Community
YMCA-YWCA

YMCA-YWCA Employment Opportunities

MEMBERSHIP SERVICES

Location: Downtown Y Location

Compensation: \$15.20

Schedule: Casual Part-time.
Various Shifts (days/evenings/
weekends).

Start date: August 2021

Closing date: August 13, 2021

Job Description: Casual Part-time Member Services Representative

Looking for an enthusiastic, customer service oriented individual who enjoys working in an exciting, fast-paced environment. This position is casual for coverage of vacation, absences or other special circumstances.

Major Responsibilities and Abilities:

- Completes all membership related duties and program registration.
- Accurately computes all sales transactions, payments and balancing.
- Sells Memberships to potential members.
- Supports and works as part of a team.
- Communicates clearly and able to multi-task.
- Responds to the public in a positive and professional manner.

YMCA Employment Opportunities

Qualifications:

- Current Standard First Aid and CPR-C and AED certificate
- Computer proficiency and cash handling experience
- Minimum one year experience in customer service and sales
- Exceptional customer service attitude
- Resourceful and organized with the ability to multitask in a fast paced environment

Competencies:

Commitment to Mission, Vision and Values: Demonstrates and promotes a personal understanding of and appreciation for the mission, vision and values of YMCA of Kamloops.

Service Attitude: Identifies needs and wants of members/participants as priority and responds in an effective and timely manner to enhance every person's Y experience.

Relationship Building: Builds positive interactions both internally and externally to achieve work related goals.

Welcoming: Treats everybody in a friendly and respectful manner. Creates a pleasant, user-friendly atmosphere. Goes out of your way to make people feel at ease and makes an effort to learn the names of staff, volunteers, and patrons.

Quality Focus—Ensures that services criteria for self, staff, and programs are set, reviewed and surpassed regularly to provide excellent service delivery.

Adherence to the YMCA Child Protection Policies and Procedures:

****Please note that a satisfactory criminal reference check must be received prior to starting employment.***

Application Process:

No phone calls.

Please apply in writing with cover letter and resume, to:

Ashley Kotai
Kamloops YMCA/YWCA
400 Battle Street, Kamloops BC
E-mail: Ashley.kotai@kamloopsy.ca

**Application Deadline:
August 13, 2021**

KamloopsY.ca

Building healthy communities

400 Battle Street, Kamloops BC
150 Wood Street, Kamloops BC