

Kindergym Gymnastics Manager

Technique's kindergym (preschool aged) program is designed to help children develop their physical and mental skills.

We are looking for an amazing Kindergym Manager who enjoys teaching children as well as leading a team. The best candidate is punctual, dependable, and has a passion for working with children ages baby (Parent participation classes) thru to 5 years old. Our staff are positive and encouraging and are a role model to our athletes. Work schedule is Monday - Friday, 2:30pm – 7:30pm and some mornings (right now, Tuesday and Wednesday) from 9:30am-12:30pm. In the fall the ideal candidate will add Saturdays 9am-1:00pm.

Our kindergym manager must have a sincere love for children, curriculum development, teaching, and is a lot of fun. This teacher needs to be well organized and able to create and implement curriculum through exciting and interactive lessons and activities. Teachers will always be actively engaged with the children. We want a teacher that will be sweet, loving, fun, happy, and excited to contribute to the educational and social growth of the children in our care while teaching gymnastics. We believe that children need consistent positive attention and expect teachers to exhibit this trait in the class. We are looking for an individual that is committed to grow the program and stay with our company for years to come.

Responsibilities

- Coach classes and manage the preschool staff to meet the needs of our community.
- Supervise the camp and special events program that relate to the Kinder program.
- Hiring, scheduling, training, review/evaluating and dismissal of program staff – following all Technique procedures.
- Develop staff training curriculum and strategies to motivate staff and achieve goals.
- Learn and operate the program registration system.
- Respond to all inquiries and complaints in a timely manner and resolve the conflict.
- Create and maintain theme based lesson plans for kindergym (Birth-5 years) classes.
- Ensure that coaches are following the curriculum and designated lesson plans.
- Hold training clinics to develop Staff skills.
- Develop an efficient class rotation schedule to ensure students get a well-rounded experience.
- Conduct ongoing student evaluations to ensure they are on track and receiving the best possible support to make them successful.
- Communicate to all parents, students and co-workers in an approachable manner.
- Teach parents and students about our safety rules and foster a structured environment where the kids learn and develop their confidence.
- Assist children in learning to work together, take turns and listen to directions.
- Leading and instructing the kinder gym coaches. Assigning schedules, approving timecard entries, educating on appropriate teaching/communicating techniques, and assigning bi-weekly lesson plans.
- Help set the example at Technique Gymnastics – be known as an Upbeat, Enthusiastic, Knowledgeable, Hard Worker.
- Help set and maintain standard attire for your program(s).

- Coordinate all special events related to recreational programs including theme weeks, shows mini meets, etc.
- Maintain a clean, safe working environment. Perform periodic equipment safety checks.
- Communicate effectively with parents regarding skill progress, scheduling, etc.
- Attend weekly manager's meetings.
- Keep a "focus on business", and how your program(s) make money (i.e., Ratios, Payroll Percentages).
- Have a financial awareness of your Program on Monthly and Annual basis.
- Develop community relationships with people who can help you GROW your program(s).
- Other duties as assigned by the CEO or GM.

Qualifications

- Having a current Child Development Associates (CDA) or a degree in Early Childhood Education is preferred.
- Minimum two years related gymnastics experience preferred.
- At least 1 year of Leading/Managing a preschool or gymnastics program is required.
- All applicants must pass a federal background check and be willing to get current certifications in Safe Sport, USAG Safety Certification, CPR, First Aid and AED.
- Must enjoy being around kids and having fun! Must be comfortable speaking in front of a room of children and with parents, in both a kind and respectful manner.
- Ability to relate effectively to diverse groups of people from all social and economic segments of the community.
- Willing to work irregular hours, including evenings and weekends.
- Must have a positive attitude, be a self-starter, and be a team player.
- Must have sufficient strength, agility, and mobility to perform essential functions.
- Experience in program development/ writing lesson plans.
- Willing to work irregular hours, including evenings and weekends.