



For Youth Development
For Healthy Living
For Social Responsibility

Member Services Staff – Part Time

Job Description:

The Greater Morristown YMCA is looking for Part Time Members Services Staff who love to work in an ever changing environment. Come join our team and be a part of our diverse community at The Greater Morristown YMCA.

Hours and Salary:

Salary is per hour, starting at \$12. Regular Part Time employees who work at least one shift weekly have the benefit of an Individual Membership.

Qualifications:

The ability to work effectively with all people, Customer Service experience is a plus.
Strong communication and interpersonal skills.
The ability to establish relationships with members, staff and community.

Job Responsibilities:

- Greet and interact with members in a friendly manner.
- Promote membership and program enrollment.
- Assist at member service desk and make sure that no member is left unattended.
- Proficient use of Membership computer system to update membership and class information.
- Conduct facility tours.
- Communicate in a friendly and courteous manner when answering phones, transferring calls and taking messages.
- Present a professional image to all employees, members, and general public.

The Greater Morristown YMCA is a drug free workplace. We are an Equal Opportunity Employer and welcome all applicants who share our values of Caring, Honesty, Respect, and Responsibility.

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