



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

## **JOB DESCRIPTION**

Job Title: **Massage Therapist**

Status: P/T

Reports to: Health and Wellness Director

Department: Health and Wellness

Revision Date: 1/9/2019

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### **POSITION SUMMARY:**

This position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living and social responsibility. Performs massage in a safe, enjoyable, and positive environment that welcomes people of all levels. Effectively builds community within the sessions. Modifies sessions as needed to meet varied health, ability, and cultural needs.

### **ESSENTIAL FUNCTIONS:**

1. Performs professional massage services, as directed by the supervisor, to accomplish the YMCA mission and goals.
2. Perform employee wellness workshops to our full-time and part-time staff.
3. Track metrics with all clientele to include retention, drop-rates, and revenue generated.
4. Maintain a professional appearance at all times.
5. Coordinate monthly projects with the Health and Wellness Director.
6. Assist with the annual campaign and yearly volunteering opportunities
7. Asks and answers questions from program participants and members to support them in achieving their goals related to health and well-being.
8. Maintains working knowledge of wellness and trends to provide effective information and support to members.
9. Builds effective, authentic relationships with members; helps members and program participants connect with each other and the YMCA.
10. Observes and adjusts approach to support all participants' capabilities, physical conditions, health, and culture.
11. Celebrates achievement of program participants related to program or personal goals, mastering of specific skills or overall health and well-being.
12. Keeps accurate records on all required paperwork. This includes, but is not limited to mileage reimbursement, notes, and timesheets.
13. Follows YMCA policies and procedures; responds to emergency situations.
14. Be willing and available to perform massages throughout the week and sometimes weekends.
15. Be willing and available to perform massages at either Oshkosh Community YMCA location.
16. Use email, and/or phone to find and confirm coverage for massages when you are unable to perform massages. If unable to find a substitute, notify the Health and Wellness Director at least 24 hours in advance.
17. Performs other duties as assigned.



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### **YMCA COMPETENCIES (Leader):**

**Mission Advancement:** Accepts and demonstrates the Ys values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fund-raising.

**Collaboration:** Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

**Operational Effectiveness:** Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Follows budgeting policies and procedures, and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.

**Personal Growth:** Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths, and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

### **QUALIFICATIONS:**

1. Required certifications: CPR, First Aid, AED, Licensed Massage Therapist in Wisconsin
2. Certification in areas of expertise.
3. Professional knowledge in health and wellness is preferred.

### **WORKING ENVIRONMENT & PHYSICAL DEMANDS**

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Ability to conduct classes and activities.
- Ability to perform all physical aspects of the position; including leading class, walking, standing, bending, reaching, and lifting.

### **SIGNATURE:**

I have reviewed and understand this job description.

\_\_\_\_\_  
Employee's name

\_\_\_\_\_  
Employee's signature

Today's date: \_\_\_\_\_