

Aquatics Director Job Description

Excelsior Springs Community Center – Excelsior Springs, MO

Salary: \$32,000 - \$36,000 a year

Classification: Full-time

POSITION SUMMARY:

Under the direction of the Director and in accordance with the mission and purpose of the Excelsior Springs Community Center, the Aquatics Director shall be responsible for the administration, direction, and supervision of the aquatics department. Professional duties in supervision of the operations of the aquatics pools through planning, coordination, scheduling, and evaluating a variety of programs specific to aquatics area.

ESSENTIAL FUNCTION:

- Administration of Aquatics Center including but not limited to: orientations for new members and daily experience of members in the pool; implementation of member engagement program initiatives.
- Responsible for the promotion and supervision of swim lessons from infant through adult.
- Oversees special interest aquatic areas including but not limited to: lifeguarding, water exercise and arthritis programs and all aquatics outreach and aquatics grant funded programs.
- Develop, manage, and supervise aquatic department program budget and the aquatics community outreach budget and make changes as necessary.
- Recruit, train and supervise all full-time, part-time and volunteer staff related to aquatic programs.
- Performing additional tasks as assigned.

QUALIFICATIONS:

- A Bachelor's Degree in physical education or related field or combination of higher education and experience with continued pursuit of degree is desired.
- Minimum of three (3) years of aquatic program supervision required

CERTIFICATIONS AND TRAININGS:

- Certification in Lifeguarding, WSI or YMCA Swim Instruction, CPR and First Aid is required.
- POOL/CPO/AFO certification is preferred or ability to obtain within one (1) year of hire is required.