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JOB POSTING: Assistant Aquatics Director – Huntington

POSITION SUMMARY:

Provided direction and leadership to the Aquatics department. The incumbent will follow all YMCA OF Long Island and Suffolk County Board of Health aquatics standards to maintain safety for all aquatics programs in and around the swim area.

ESSENTIAL FUNCTIONS:

1. Work with the Aquatics Director to maintain adequate staffing (training, hiring and evaluating) to deliver programs.
2. Conduct any in-service trainings required by the YMCA association.
3. Organize and Oversee the Health & Safety Certifications for the aquatics department and building.
4. Building point person for Health & Safety supplies and equipment, AED's, Oxygen tanks etc.
5. Assist the Aquatics Director with developing, implementing, tracking and controlling the department budget and programming.
6. Work with the Aquatics Director with reviewing program schedules, capacity staffing and revenues to meet the community needs and the YMCA mission.
7. Structure and help to lead and instruct YMCA swimming lessons of all ages and abilities.
8. Oversee our specialty programs, as well as working with our Swim Team program Administration.
9. Schedule and arrange private swimming lessons.
10. Maintain proper health and safety standards, in accordance with association aquatics safety standards and guidelines.
11. Know and understand all YMCA, state, county and local health and safety requirements, including Pool Safety plan, Emergency Action plan, other emergency procedures and staff certifications.
12. Help with collaborating and building relationships within the YMCA Branch, Association and community organizations, in accordance with strategic and operating plans.
13. Maintain positive relations with participants, parents, members and staff.
14. Serve as a role model to promote and demonstrate professional demeanor.
15. Maintain all records, in accordance with law for pool maintenance, staff training and certifications, program member attendance and evaluation of participant skills and BOH requirements.
16. Maintain certification level of physical and mental readiness.
17. Responsible for recertification before expiration.
18. Actively participate in training sessions, designated meetings and special events.

YMCA COMPETENCIES (Team Leader):

Mission Advancement: Models and teaches the Ys values. Ensures a high level of service with a commitment to changing lives. Provides volunteers with orientation, training, development, and recognition. Cultivates relationships to support fund-raising.

Collaboration: Champions inclusion activities, strategies, and initiatives. Builds relationships to create small communities. Empathetically listens and communicates for understanding when negotiating and dealing with conflict. Effectively tailors communications to the appropriate audience. Provides staff with feedback, coaching, guidance and support.

Operational Effectiveness: Provides others with frameworks for making decisions. Conducts prototypes to support the launching of programs and activities. Develops plans and manages best practices through

engagement of team. Effectively creates and manages budgets. Holds staff accountable for high-quality results using a formal process to measure progress.

Personal Growth: Shares new insights. Facilitates change; models adaptability and an awareness of the impact of change. Utilizes non-threatening methods to address sensitive issues and inappropriate behavior or performance. 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. Associate or Bachelor's degree or equivalent.
2. At least 2 years minimum experience supervising lifeguards and swim instructors.
3. YMCA Lifeguard certification or American Red Cross or equivalent. YMCA or ARC Lifeguard instructor is preferred.
4. YMCA Swim Lesson Instructor certification or equivalent. Must obtain YMCA Swim lesson instructor within 120 days of hire.
5. YMCA Pool Operation or Certified Pool Operator certification preferred.
6. Current CPR, AED, Emergency Oxygen and First Aid certifications.
7. Demonstrate swim stroke techniques, lifeguard rescues and CPR/O2 and First Aid skills.
8. Excellent communication skills.

PHYSICAL DEMANDS

Ability to plan, lead, and participate in a variety of physical activities. May be required to drive between YMCA facilities and to training or meetings in various locations.

Ability to perform all physical aspects of the position; including walking, standing, bending, reaching, and lifting up to 50lbs.

HOW TO APPLY:

For consideration, please email your resume and cover letter to Michael Creegan, Aquatics Director, at Michael.Creegan@ymcali.org.

Salary based on qualifications and experience. Excellent benefits package including YMCA Retirement Plan, Health, Dental and YMCA Membership/Child Care.