



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA OF LANSING

Aquatic Coordinator

General Function: Under the direction of a regional director, the incumbent will be responsible for the day-to-day operation and management of the aquatics division of a multi-location enterprise. The responsibilities of this position include program planning and delivery, staff supervision, risk management, and maintaining budget controls.

Duties and Responsibilities:

1. Provide direct leadership and support over all aspects of the aquatics programming.
2. Recruit, hire, train, develop, schedule, and supervise staff and volunteers. Review and evaluate performance. Develop strategies to motivate staff and achieve goals while ensuring staff certifications are current and accurate.
3. Accountable for growth in swim lesson program participation.
4. Serve as a lifeguard and/or swim instructor when necessary.
5. Assist in developing partnerships and collaborations in the community.
6. Other duties as needed to enhance the quality, safety, and expansion of the aquatics program.
7. Other duties as assigned

Salary: Full-time, non-exempt; \$40,000 annual

Benefits:

- Free YMCA Adult or Family Membership
- Medical/Dental/Vision/Life insurance eligibility
- 50% discount on program fees for themselves or eligible family members up to \$500 per year
- Discount on child care fees
- 14% retirement contribution upon eligibility
- Paid Time Off

Job Requirements:

- Bachelor's Degree
- Current CPR, AED, and first aid certification.
- Current lifeguard certification.
- Minimum TWO years of aquatic **leadership** experience (lifeguard, swim instructor).
- Dynamic, engaging personality with strong relationship-building skills.
- Excellent verbal and written communication skills.
- Promote and represent the mission and core values of the YMCA of Lansing.
- Must be available for some evening and weekend community events.
- Completion of YMCA trainings within a required time frame.

Physical Demands

While performing the duties of this job, the employee is often required to: bend, stoop, kneel, twist, reach with hands, sit, stand for an extended period of time, lift and/or move up to 40 pounds, have finger dexterity, grasp, perform repetitive motions, talk, hear and have visual acuity.

Disclaimers:

- Must complete successful background screening and drug test for YMCA and all other off-site screenings for partnering organizations.
- This job description may not be all-inclusive and employee is expected to perform all other duties as assigned by direct management which may be modified when deemed appropriate by management.

Apply in person at any YMCA of Lansing location or online @ www.lansingymca.org/jobs