 

DULUTH AREA FAMILY YMCA – JOB DESCRIPTION

Job Title: Aquatics Lead

FLSA Status: Non-Exempt

Job Type: Full-Time

Reports to: Branch Executive Director

Revision Date: 2/24/22

**Summary/Objective**The Aquatics Lead oversees aquatics programming and operations. The Lead maintains safe swimming conditions in the pool, deck, and surrounding areas. The Lead creates a safe and positive atmosphere that promotes member safety and engagement in accordance with YMCA policies and procedures.

**Our Culture**

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming**: we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger, beginning with you.

**Essential Functions**

* Assist the Program/Membership Director with recruiting and training new staff members. Instruct and assist in staff evaluation.
* Create and maintain lifeguard schedules and policies.
* Routinely conducts facility and staff safety checks including scan drills and spot checks.
* Assist with planning and implementation of in-service training.
* Research, train in, and use current best practices for aquatic safety and assessment.
* Knows/reviews all emergency procedures and responds to emergency situations immediately in accordance with YMCA policies and procedures. Completes related reports as required.
* Maintains constant surveillance of the pool area while lifeguarding
* Maintains effective, positive relationships with the members, participants and other staff.
* Knows, understands, and consistently applies safety rules, policies and guidelines for the pool and aquatic area.
* Maintains accurate records as required by the YMCA and/or the state Health Department code.
* Performs equipment checks and ensures appropriate equipment is available as needed.
* Checks the pool for hazardous conditions when arriving.
* Attends all staff meetings and training as required.
* Maintain current certifications.
* Complete additional duties as assigned by the supervisor.
* Fosters an inclusive environment appreciative of differences in the workplace. Meaningfully participate in and lead efforts to support the Y’s commitment to equity and diversity.

**YMCA Competencies**

* Values: Accept and demonstrate the Y’s values
* Community: Desire to serve others and fulfill community needs
* Inclusion: Work effectively with people of different backgrounds, abilities, opinions, and perceptions
* Relationships: Build rapport and relate well with others
* Developing Others: Take the initiative to assist in developing others
* Decision-Making: Make sound judgments, and transfer learning from one situation to another
* Change Capacity: Demonstrate an openness to change, and seek opportunities in the change process.

**Supervisory Responsibility**This position will not have any supervisory role.

**Work Environment**This position operates in and around a pool area.

**Physical Demands**

* Ability to lift a person off the bottom and out of the water.
* Perform all skills required for Lifeguarding, First Aid, and CPR/AED certifications.
* Comfortable in the water.
* While performing duties of this job, employee is frequently required to stand; walk; sit; use hand to handle, or feel; reach with arms and hands. Employee must be able to talk, taste, smell and see (both near and far). Occasionally required to climb or balance; stoop, kneel, crouch.
* Ability to pass lifeguard water test.
* Must be able to remain alert.
* Must be able to sit or stand for extended periods.
* Adequate ability to hear noises and distinguish distress signals.
* Ability to continuously scan all areas of the pool with clear vision.
* Ability to perform strenuous physical tasks necessary for a water rescue.
* Ability to communicate verbally, including projecting voice across distance in normal and loud situations.

**Position Type/Expected Hours of Work**

This is a full-time position. The pool is open seven days a week and hours will depend on the requirements of the aquatics department.

**Travel**

Travel is not required for this position.

**Required Education and Experience**

* Minimum age of 21
* Has at least three years of experience as a lifeguard
* American Red Cross Lifeguard Management Class, Red Cross Lifeguard Instructor, or YMCA Aquatics Management within 6 months of hire.
* Ability to maintain certification-level of physical and mental readiness.
* Successful completion of the Duluth Y’s Lifeguard Assessment prior to employment
* Commitment of supporting principles of equal opportunity and affirmative action to achieve a diverse work environment.

**Preferred Education and Experience**

* Ability to instruct swim classes

**Additional Eligibility Qualifications**

Must be able to successfully pass a background check.

**EEO Statement**

The Duluth Area Family YMCA (the Y) provides equal employment opportunities (EEO) to all employees and applicants for employment without regards to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, the Y complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absences, compensation, and training.

**Other Duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

**Signatures**Employee signature below constitutes employee's understanding of the requirements, essential functions, and duties of the position.

Employee\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_