



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

FREMONT FAMILY YMCA
810 N. Lincoln Avenue
Fremont, NE 68025
402-721-6952
www.fremontfamilyymca.org

Assistant Aquatics Director Job Description

Reports to: Aquatics Director

FLSA status: Full-Time Nonexempt Hourly

Position Summary

The position of the Assistant Aquatics Director includes supervision, training and scheduling of lifeguards and swim instructors. Must be able to professionally explain and enforce rules and policies to members, participants and staff. Works with the Aquatic Director to grow and improve quality aquatics programming. Develop relationships with members and participants by encouraging the use of aquatics programs to promote health and wellness.

Core and Strategic Functions

High Quality Programs, Services and Facilities

- Follows all policies, procedures, and standards established by the law or by the Fremont Family YMCA.
- Maintain safety policies and procedures for all YMCA guests and staff.
- Attends meetings, training, events and other functions as required or requested by the Aquatic Director
- Maintains familiarity with Fremont Family YMCA rules, regulations, and objectives and communicates accordingly.

Additional Responsibilities

- Fills in for vacant lifeguard shifts
- Fills in for vacant swim instructor shifts
- Conducts monthly in-services for lifeguards and quarterly in-services for swim instructors.
- Keeps records of all lifeguard certifications and keeps them up to date.
- Keeps records of swim lesson participants and their current levels

Work Environment and 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 essential functions.
- Standing, swimming, climbing, squatting, kneeling for extended periods.
- The employee must occasionally lift and/or move up to 25 pounds.
- Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust.
- The noise level in the work environment is usually light to moderate, occasionally heavy.
- This position demands the need to work alertly and quickly.
- Performs other duties as assigned.

FFY Competencies

Mission and Community Oriented: Accepts and demonstrates FFY values. Works effectively with people of different backgrounds, abilities, opinions and perceptions. Demonstrates a desire to serve others and fulfill community needs. Recruits quality staff and builds effective, supportive working relationships with them. Provides assigned staff with orientation, training, development and recognition. Enroll new staff in FFY onboarding sessions when hiring. Ensures high level services.

YMCA MISSION – God has given us the pathway to life and health through Jesus Christ and the Holy Scriptures.
It is the mission of the Fremont Family YMCA to help put these Christian principles into practice through programs that help build healthy spirit, mind and body for all.



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People Oriented: Takes initiative in developing others. Builds rapport and relates well to others. Speaks and writes effectively. Empathetically listens and communicates for understanding when negotiating and dealing with conflict. Effectively tailors communication to the appropriate audience. Provides staff with feedback, coaching, guidance and support.

Results Oriented: Strives to meet or exceed goals and deliver a high-value experience for members. Embraces new approaches and discovers ideas to create a better member experience. Makes sound judgements, transfers learning from one situation to another.

Establishes goals, clarifies tasks, plans work and actively participates in meetings. Holds staff accountable for high-quality results using a formal process to measure progress. Develops plans and manages best practices through the engagement of team. Effectively manages budgets.

Personal Development: Pursues self-development that enhances job performance. Demonstrates an openness to change and seeks opportunities in the change process. Utilizes non-threatening methods to address sensitive issues and inappropriate behavior or performance. Shares new insights.

Working Schedule: This position will primarily report mornings, evenings and weekends. Travel is required.

Position Qualifications

- Strong Troubleshooting and Problem-Solving Skills
- Lifeguard Certification (Red Cross, YMCA or equivalent)
- Blood born Pathogen Certification
- Pool Operators Permit
- Knowledge of Computers and Associated Skills
- Valid Driver's License
- Must be 21+ years of age
- Lifeguard Instructor Certification
- 3 years minimum of recreation, pool management, lifeguard, swim instructor, or water park experience
- Commitment to inclusion and compliance with the Americans with Disabilities Act (ADA).

This job description may not be all inclusive. Employees are expected to perform all other duties as assigned and directed by the supervisor. This job description and duties may be modified when deemed appropriate by supervisor or top management.

Signature_____Date_____

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