

Pool Openings

Posted 8/19/13 – Expires 8/30/13

ASSISTANT POOL DIRECTOR

Position Summary: Candidate will support the pool director in any capacity directed to ensure a safe and quality environment for all participants and promote full utilization of the facility. He/she will also be responsible for the head coaching and administrative duties of the Jenison Area Wildcat Swimming Team (JAWS) and developmental programs (i.e. swimming lessons)

Responsibilities:

- Support pool director in all areas as directed
- Promote positive public relations; effectively communicate with staff, participants, and parents
- Ensure safety of staff and participants – determine and enforce safety measures in and around the pool
- Supervise the activity of staff members and delegate tasks as necessary
- Develop, plan, coordinate staff, supervise and evaluate swim lesson instructors
- Manage all administrative duties associated with JAWS, i.e., entries, paperwork, meet planning/hosting
- Hire, develop, and oversee assistant coaching staff in association with the pool director
- Attend, develop, and oversee that all practices are appropriate for all age groups and skill levels
- Attend all USA and WMSL meets that JAWS attends

Qualifications:

- Familiarity with operations and programming of an aquatic facility
- Excellent oral, interpersonal, and written communication skills
- Excellent organizational skills
- Current certification as an instructor of Water Safety Instructors (WSI-I) and as a Lifeguard Instructor (LGI) or willingness to work toward and obtain certification
- Current USA Swimming Coach member with experience at all levels
- HYTEK, IST, and Team Unify experience preferred

Salary: Salary will be based on experience.

Interested candidates may apply online at jpsonline.org

Jenison Public Schools does not discriminate on the basis of race, color, religion, sex, national origin, age, height, weight, marital status, handicap, disability, or limited English proficiency in any of its programs or activities. The following office has been designated to handle inquiries regarding the nondiscrimination policies: Director of Personnel/Special Ed, Jenison Public Schools, 8375 20th Ave., Jenison, MI 49428, (616) 667-3234.