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VACANCY ANNOUNCEMENT

Aquatics Specialist Wallingford Family YMCA Aquatics Department

**Wallingford Family YMCA
81 South Elm Street, Wallingford, Conn. 06492**

Position Vacancy

RATE OF PAY: \$16.00 - \$18.00 per hour

CLOSING DATE: Continuous until filled

HOURS PER WEEK: 40 hours

**All interested and qualified individuals should submit a cover letter and resume to
Bryan Keene, Aquatics Director and Tim Gaiser, Aquatics Coordinator.**

**Bryan Keene
Aquatics Director
bkeene@wallingfordymca.org
203-269-4497 x121**

**Tim Gaiser
Aquatics Coordinator
tgaiser@wallingfordymca.org
203-269-4497 x133**

WALLINGFORD FAMILY YMCA AQUATICS

81 S Elm Street, Wallingford CT 06492

P 203 269 4497 x121 F 203 284 0572 www.wallingfordymca.org

**WALLINGFORD FAMILY YMCA
JOB DESCRIPTION**

POSITION: AQUATICS SPECIALIST
REPORTS TO: AQUATICS COORDINATOR
FLSA STATUS: FULL TIME, NON-EXEMPT
SALARY RANGE: \$16.00-\$18.00 PER HOUR
SUPERVISORY STATUS: NON-SUPERVISORY
REVISION DATE: 8/23/2022

GENERAL FUNCTION:

Under the direction of the Aquatics Coordinator, the Aquatics Specialist is responsible for providing and maintaining a safe pool environment for all members and participants. This requires both proactive actions that will prevent accidents as well as appropriate reactive actions should an incident take place. The Aquatics Specialist is also responsible for conducting swim lessons in accordance with the goals, policies, and procedures of the Wallingford Family YMCA

QUALIFICATIONS:

- Minimum of YMCA Lifeguarding or American Red Cross Lifeguarding is required.
- American Red Cross CPR/AED for the Professional Rescuer and First Aid required.
- YMCA Swim Instructor certification, or equivalent preferred.
- Child abuse prevention training within 30 days of hire date.
- Current certifications must be maintained and are the responsibility of the staff member. Re-certifications will be offered periodically.
- Minimum 2 years of experience as both a lifeguard and swim instructor.
- At least 18 years of age
- High school diploma or GED

TRAINING:

Upon hire, the Aquatics Specialist will receive a full orientation to the Wallingford YMCA Aquatics Facility. This shall include a full briefing on the Wallingford Family YMCA Emergency Action Plan, Bloodborne Pathogen policy, crisis policy, a tour of the facility to identify safety and first aid equipment and an orientation on water testing procedures.

RESPONSIBILITIES:

The Aquatics Specialist's responsibilities are outlined in this job description and encompass both the lifeguard and swim instructor's responsibilities in the Wallingford Family YMCA Aquatics Department Handbook.

ESSENTIAL FUNCTIONS:

1. Maintains active surveillance of the pool area.

2. Knows and reviews all emergency procedures and responds to emergency situations immediately in accordance with YMCA policies and procedures; completes related reports as required.
3. Responds to challenges with possible solutions in a timely manner.
4. Knows, understands, and consistently applies safety rules, policies, and guidelines for the pool and aquatic area.
5. Remains calm and objective when under pressure or when challenged by others.
6. Performs chemical testing when not guarding, as required, and maintains accurate records as required by the YMCA and/or the state health department code.
7. Performs equipment checks and ensures appropriate equipment is available as needed.
8. Checks the pool for hazardous conditions when arriving and reports findings to their supervisor.
9. Complete a monthly 300 yard swim.
10. Communicate regularly with supervisor regarding incidents, equipment malfunctions, etc.
11. Respond to department updates appropriately and within the designated time frame.
12. Completing various cleaning duties including, but not limited to, vacuuming, disinfecting, rinsing the pool deck, etc.
13. Instructs swimming lessons in accordance with YMCA guidelines, having prepared lesson plans accordingly, and supports members and program participants in achieving their goals.
14. Develops and maintains positive relationships with volunteers, members or program participants, and colleagues at all levels of the organization; helps participants and families connect with each other and the YMCA; and encourages parent or caregiver involvement.
15. Conveys information on aquatics programs and schedules and as appropriate refers program participants and families to other programs.
16. Maintains records as required (e.g., attendance, progress reports).
17. Follows all YMCA policies, rules, regulations and procedures, including emergency and safety procedures. Completes incident and accident reports as necessary.
18. Disinfects, organizes and puts away needed class equipment. Reports damaged equipment to supervisor.
19. Trains and supervises class aides as assigned.
20. Attend & participate in required meetings and training sessions.
21. Additional training must be completed as required by the YMCA, State and/or Federal Government
22. All other duties as assigned by the Aquatics Coordinator and other supervisors.

WORK ENVIRONMENT & 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 the essential functions.

- Physically perform all skills required of a lifeguard and swim instructor.
- Hear noises and distress signals in the aquatic environment, including in the water and anywhere around the zone of responsibility.
- Remain alert with no lapses of consciousness.
- See and observe all sections of an assigned zone or area of responsibility.
- Lift up to 50 pounds.

SAFETY:

Safety is the responsibility of every employee of the YMCA. Each employee is charged with adhering to the YMCA's Safety and Risk Management program as directed by management.

The Wallingford Family YMCA is an Equal Opportunity Employer. All new hires go through a 90 day introductory period, during which time an employee can be terminated if they are not adapting to the department policies. The introductory period begins with the employee's department orientation.