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# Example of Aquatics Director Job Description

Our company is growing rapidly and is looking for an aquatics director. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for aquatics director

* Manage the aquatic and Member Service portions of the Campus Recreation budget to include forecasting, monitoring, and allocating
* Oversee the scheduling of all aquatic facilities to ensure all user groups (Internal and External) receive adequate and appropriate use
* Oversee the development of annual aquatics program goals, learning outcomes, the appropriate assessment tools, and an annual calendar of aquatic programs/events (non-credit classes, special events and programs) designed to bring people in the aquatic center and maximize usage of all pools
* Develop, implement and evaluate risk management policies and procedures for aquatics programs and spaces
* Supervise, evaluate, and direct all aspects of the Department's Member Service areas to provide outstanding customer service
* Oversee the Assistant Director of Member Services and Staff Development in the development of annual goals, initiatives and services to increase the overall membership and provide professional development opportunities to the staff
* Actively recruit national/local level events, which have revenue generating, and positive public relations potential
* Supports student-athlete academic and athletic excellence, leadership development and community engagement
* Represents the University of Bridgeport and the Athletic Department in a positive manner with a high degree of integrity and quality
* Develops and maintains a successful recruiting system while maintaining a high level of visibility

## Qualifications for aquatics director

* Park when treated as public space under the fire codes
* Considerable skill to compose professional documents such as memos, proposals and safety related documents
* Considerable ability to read the English language sufficient to effectively analyze reports, forms, memos, in-house and third party correspondence
* Must have a professional appearance and maintain grooming standards
* Must be willing to work nights, weekends and holidays as the Waterpark is open 360 days a year
* A genuine love for teaching children and helping others