



YMCA OF METROPOLITAN COLUMBUS, GA – JOB DESCRIPTION

Job Title:	Aquatics Director	Location(s):	John P. Thayer and D.A. Turner YMCAs
FLSA Status:	Full-Time, Exempt		
Reports To:	<u>Executive Leadership and Branch Directors</u>	Revision Date:	March 2026

POSITION SUMMARY:

This position supports the work of the Y, a leading non-profit committed to strengthening the community through Youth Development, Healthy Living, and Social Responsibility. Oversees and maintains the successful creation of a safe and positive atmosphere that promotes member safety and engagement under YMCA policies and procedures. Promote the YMCA’s four core values – Caring, Honesty, Respect, and Responsibility in all interactions and program activities.

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 & PRINCIPLES:

1. Ensures programs and services meet community needs to include supervising existing program activities, establishing new program activities, and expanding the program within the community as needed. Assists in the marketing and distribution of program information. Promotes Safety Around Water initiatives through outreach programs.
2. Monitors daily pool operations to adhere to all state, local, and YMCA Health and Safety Regulations and conducts and ensures proper maintenance of pools. Maintains accurate records of pool chemical levels and facility maintenance. Responsible for Inventory of pool chemicals, supplies and reagents. Checks the pools and pool areas for hazardous conditions, and coordinates cleaning and equipment maintenance schedules. Oversees equipment repairs as needed.
3. Facilitate monthly in-service meetings that include skill review. Supervise staff and ensure appropriate staffing of pools. Coordinate breaks and rotate staff. Ensure program quality and monitor staff performance and member service.
4. Ensures records of staff certifications and current and complete, providing copies to Human Resources. Maintains current certifications. Able to lead certification courses for CPR, Lifeguards and Swim Lessons.
5. Recruits, hires, trains, develops, schedules and directs personnel and volunteers. Reviews and evaluates staff performance.
6. Works with Head Swim Team Coach and Lead Swim Instructor to oversee those programs.
7. Serves as a member of YMCA Leadership Team and supports the overall objectives of the YMCA.
8. Exhibits a style of work that includes a positive attitude, cooperation, patience, flexibility, self-motivation, and professionalism.
9. Follows all policies and procedures as established by the YMCA for staff, managers, and leadership. Enforces all policies and procedures established by the YMCA for all employees.
10. Supports the mission and strategic plan of the YMCA through projects and other responsibilities as assigned.
11. Follows best practices and training related to risk and safety management.
12. Maintains regular, clear, and concise communication within areas of responsibility.
13. Models relationship-building skills in all interactions. Builds, cultivates, and maintains effective, positive relationships with members, program participants and staff. Develops and maintains collaborative relationships within community organizations.
14. Models behavior consistent with our core values; Caring, Honesty, Respect, and Responsibility. Exhibits a style of work that includes a positive attitude, cooperation, patience, flexibility, self-motivation, and professionalism.
15. Attends and participates in all employee meetings as required. Completes all trainings as required.
16. All other duties as assigned.

LEADERSHIP COMPETENCIES:

- Communication & Influence
- Developing Self & Others
- Engaging Community

QUALIFICATIONS:

- Bachelor's degree in a related field or experience equivalent.
- YMCA Team Leader certification preferred.
- One to two years related experience preferred (e.g., as an aquatics coordinator or supervisor)
- Current CPO or the ability to gain it within 90 days of hire date.
- Minimum age of 21.
- CPR for the Professional, AED First Aid, Oxygen certification, or ability to obtain within 30 days.
- Lifeguard and Swim Lesson Instructor Certification
- Able and willing to complete online Child Abuse Prevention training and other training as required.
- Ability to direct all levels of Aquatics including staff development, budget monitoring, marketing and public relations, and program management.
- Ability to establish and maintain collaborations with community organizations.
- Ability to connect effectively with diverse groups from all social and economic segments of the community.

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 essential functions.
- While performing the duties of this job, the employee is required to use a computer for extended periods of time and be able to communicate using a computer and smart/phone device. The employee is frequently required to sit and reach and must be able to move around the work environment.
- The employee must be able to lift and/or move up to 50 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 moderate.
- Sufficient strength, agility, and mobility to perform essential functions of position and to supervise program activities.
- Hear noises and distress signals within the Aquatic environment, including in the water and anywhere around the zone of responsibility.
- Remain alert with no lapses of consciousness.

SIGNATURE:

I have reviewed and understand this job description for The YMCA of Metropolitan Columbus, GA. I agree to comply with all the components of the job description or disciplinary actions may be taken, up to termination. I understand that it is my responsibility to seek further information for any questions or concerns I may have, until I have a clear understanding of my responsibilities and expectations.

Employee's name

Employee's signature

Today's date: _____

Today's date: _____
