



**Mission Statement**  
YWCA Greater Newburyport is dedicated to eliminating racism, empowering women and promoting peace, justice, freedom and dignity for all.

**Position/title:** Assistant Aquatic Manager  
**Job classification:** Full Time  
**Work hours:** Tuesdays through Saturdays  
**Supervisor:** Aquatics Director

**Qualifications**

- One to two years related experience preferred; for example, as an aquatics coordinator or supervisor
- Ability to relate effectively to diverse groups of people from all social and economic segments of the community
- Current First Aid/CPR, Lifeguard certification
- Lifeguard Trainer Certification (to acquire within the first 3 months of employment)

**Description of the position:**

In support of the mission of the agency, aquatics programs have been developed that promote the health and wellbeing of members and their families. The Assistant Aquatics Manager is responsible for working with the Aquatics Manager to ensure a safe environment for members to build skills and improve their health.

**Duties**

- Promote the values and mission of the YWCA in all interactions with children, parents, and staff
- Perform the duties of the Aquatics Manager when the Aquatics Manager is away from the building.
- Supervise lifeguards including scheduling and training.
- Offer CPR, First Aid, lifeguard certifications to YWCA employees and the public.
- Minimum 20 hours a week direct service (swim lessons, certification training or guarding)
- Supervise aquatic program activities to meet the YWCA objectives. Ensure program quality and monitor staff performance and member service. Develop new programs with Aquatics Manager
- Keep current records of student participating in swim lessons
- Monitor daily pool operations to adhere to all state, local and YWCA health and safety regulations.
- Provide excellent customer service
- Maintain all necessary certifications listed under qualifications
- Completes other related duties as assigned by the Aquatics Director

**Commented [1]:** Should this also include swim instructors or is that all you?