



UNIVERSITY
OF
LOUISIANA
L a f a y e t t e

Staff Vacancy

Position: Aquatics Coordinator

The University of Louisiana at Lafayette, the largest member of the University of Louisiana System, is a public institution of higher education offering bachelors, masters, and doctoral degrees. With the Carnegie classification, UL Lafayette is designated as a Research University with high research activity and is dedicated to achieving excellence in education, research, and in public service.

Reporting to the Director of Recreational Sports within the Student Affairs Division, the Aquatics Coordinator is responsible for providing quality aquatics programs and services for University students, faculty and staff members. Administer and manage a comprehensive aquatic program including aquatic fitness, instructional classes, learn-to-swim program, aquatic special events and other programs as identified.

Responsibilities:

- Plan and implement the daily management of the multi-pool outdoor Student Aquatic Center.
- Conduct in-service trainings and instruct certification courses for American Red Cross CPR-Pro, AED, First Aid, Lifeguarding and Safety Training.
- Ensure that lifeguards and other staff meet the minimum qualifications, certifications and standards as required by individual job assignments. This includes ensuring that all staff members are properly trained in emergency procedures.
- Develop, implement, publicize and evaluate a comprehensive slate of aquatics programs, including swim lessons, clinics, rentals, pool parties, aquatics fitness and certification/safety classes.
- Supervise the aquatic facility operation and develop the pool maintenance schedule including maintaining pool chemistry, filtration and chemical feed systems.
- Maintain the highest water quality level, pump room functionality and facility safety, cleanliness and presentation. This includes completion of routine facility inspections and audits.
- Recruit, hire, train and manage student lifeguards and head lifeguards and one graduate assistant.
- Assist director with the development and analysis of aquatics budget, expense projections, budgeting monitoring and payroll.
- Work in collaboration with Recreational Sports Staff, student affairs staff and university partners to support department initiatives within the mission of a student-centered facility, programs and services.
- Work with Recreational Sports staff to develop short and long term goals, coordinate special events, revise departmental policies and procedures, enhance student development, and interact with other campus entities.
- Purchase and maintain necessary equipment.

Qualifications:

- **Master's degree in Kinesiology, Exercise Science, Physical Education, or related field from an accredited institution.**
- **Applicant must be self-motivated, service oriented and able to work successfully in a college environment.**
- **Certifications Required : Current American Red Cross- Certified Instructor for Lifeguarding and CPR-Pro, AED, First Aid; Certified Pool Operator (CPO) or Aquatic Facility Operator (AFO) or (the ability to obtain pool operator certification within 3 months of hire)**
- **Physical Requirements- Must be able to lift 50 lbs on a regular basis. Must be able to meet swimming requirements for Lifeguarding and Lifeguarding Instructor.**

Starting Date: As soon as possible

Salary: Negotiable

Applications

Letter of application, resume, email address and three letters of recommendations must be received by November 1, 2013 for initial consideration and should be directed to:

By mail: Search Committee email: crm0145@louisiana.edu
Recreational Sports
225 Cajundome Boulevard
Lafayette, La 70506

EEO# SA 1-13