



NEW: 07/01/2019
Submitted: 06/11/2019

JOB TITLE:	COORDINATOR AQUATICS
DIVISION	ACADEMIC SCHOOL
SALARY SCHEDULE/GRADE:	II, GRADE 7
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	8284
BARGAINING UNIT:	CLAS

SCOPE OF RESPONSIBILITIES

Provides a wide range of aquatic activities appropriate to the needs and interest of the school community in order to promote health, fitness, and well-being.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Develops a high school program that incorporates a vertical collaboration with Northwest corridor elementary and middle schools
- Develops competitive boy and girl swimming teams
- Organizes and administers a series of regularly scheduled, ongoing activities utilizing the swimming pool during non-school hours and during school breaks
- Devises and establishes special aquatics programs to meet the needs of such groups as persons with physical disabilities, senior citizens, preschoolers, as well as the community adults and youths
- Plans and directs in-service training for aquatics staff members
- Administers and coordinates schedules for aquatics activities to enable the program to derive maximum use of physical facilities available
- Coordinates the selection and purchase of equipment and supplies and maintenance of the pool
- Coordinates with Principal and central office personnel on the installation of new and additional pool equipment
- Works toward a continuous evaluation of program activities through surveys, polls, evaluation ratings by participants, and similar tools
- Completes all trainings and other compliance requirements as assigned by the designated deadline
- Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights.

MINIMUM QUALIFICATIONS

- Life Saving and Water Safety Instructor certification
- Three (3) years teaching or aquatic supervision experience
- Bachelor's degree
- Effective communication skills

DESIRABLE QUALIFICATIONS

- Kentucky certification appropriate to the grade level and curricular assignment
- Experience in a diverse workplace

