Head Swim Coach and Swim Development Coordinator

Joliet Park District

Contact Name: Molly Hoover
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Closing Date:
Salary: $50,000 + DOQ

Description:
Head Swim Coach and Swim Development Coordinator
FLSA Classification: Exempt, Full Time
Salary Range: $50,000+ (DOQ)
Reports to: Aquatics Superintendent

We are looking for an energetic, motivated, and organized individual who is passionate about swimming, developing athletes, and building a positive team environment.

The Joliet Park District is a public agency providing recreational, social, and community programs across the City of Joliet and nearby communities. It operates over 75 parks, sports fields, aquatic center, fitness facilities, and special events, aiming to promote health, wellness, and community engagement.

The Inwood Athletic Club is a major fitness and aquatic center built in 2006 and provides the community with 10,000 square feet of strength and cardio equipment, 1/10-mile indoor track, functional training area, group and specialty exercise classes (40+/week), 25 yard - 8 lane indoor pool (Home of the Blue Tides Swim Teams), steam room and whirlpool. Also includes Cup of Joe, a coffee and bagel shop.

Under the direction of the Aquatics Superintendent, the Head Swim Coach and Swim Development Coordinator is responsible for overseeing all swim development programs (lessons and team), assist with aquatic facility operations; including but not limited to assisting with staff supervision, scheduling, and training, maintaining department records and operations, and supporting safety in the aquatic facility. The Head Swim Coach and Swim Development Coordinator is expected to be proficient in American Red Cross lifeguarding skills.

Essential Duties
Reasonable accommodations may be made to enable individuals with disabilities to perform these essential duties.

Head Swim Coach of the Blue Tides swim team including the design and coaching of practices and competitions, communication with parents, staff, and board members, and coaching swimmers

Monitor swim lesson program registration to ensure proper facility space and staffing is available

Organize, track and assign private swim lesson requests to qualified instructors in a timely manner

Addresses swim lesson instructor, swimmer, or parent/guardian questions and concerns

Oversee and evaluate swim lesson staff to be proficient instructors using the WSI curriculum. Certify new staff in American Red Cross Water Safety Instructor training.

Assist in conducting in-service training for lifeguards and swim lesson instructors on American Red Cross Lifeguarding skills (lifeguards only), emergency operating procedures, customer service, and Park District policies as needed or as assigned by the Aquatics Superintendent. Additionally, assisting in the training of new employees as assigned

Hours
Average 40 hours per week. Available to work early mornings, nights, weekends and holidays

Supervisory responsibilities
Primary supervisory responsibilities consist of supervision of the swim coaches, head guards, lifeguards, deck staff, and swim lesson instructors.

Education and experience
High School graduated or GED, must be at least 18 years old

Applicants should have at least two years of Head Guarding and/or Coaching experience and/or equivalent combination of education and experience.

Additional eligibility requirements
Certifications:

- American Red Cross Certification: Lifeguarding with CPR/AED for Professional Rescuers and First Aid (or equivalent/obtain within 30 days of hiring or mutually agreed time with management)
- American Red Cross Certification: Lifeguard Instructor (or equivalent/obtain within 3 months of hiring or mutually agreed time with management)
- American Red Cross Certification: Water Safety Instructor (or equivalent/obtain within 3 months of hiring or mutually agreed time with management)
- American Red Cross Certification: Water Safety Instructor Trainer (or equivalent/obtain within 3 months of hiring or mutually agreed time with management)

Affirmative Action/EEO statement
The Joliet Park District is an Equal Opportunity Employer

For the full description on the **Head Swim Coach and Swim Development Coordinator visit** Employment | Joliet Park District

Questions? Contact Molly Hoover, Aquatics Superintendent

815-741-7275 Ext. 135 mhoover@jolietpark.org