



CITY OF DURHAM
Durham Parks and Recreation
 101 CITY HALL PLAZA | DURHAM, NC 27701
 Physical Address: 400 CLEVELAND STREET | DURHAM NC 27701
 919.560.4355 | F 919.560.4021
 www.durhamnc.gov



Employment Opportunities

Aquatic Supervisor (#3862)		Recreation Programs/Parks & Recreation	
Hours: Monday-Friday 9:30 a.m. – 6:00 p.m. Some evenings/weekends required	(Hiring) Pay Range: \$41,071 - \$49,285	Last Edited Date: 02/15/2010	Closing Date: 03/19/2010
Position Vacancy Status: Accepting Applications			
Description: The purpose of this position is to manage and supervise the facility, staff, and programs of a full service recreation center which includes an indoor eight-lane pool and a wellness facility. This is accomplished by recruiting, hiring, training, supervising, and evaluating staff; coordinating outreach initiatives; planning, developing and directing aquatic and recreation programming; and providing management and oversight of all facility operations. Other duties include insuring the delivery of quality customer service; preparing and maintaining budgets; producing facility records and reports; managing policies and procedures; ensuring the safety of facilities, programs and services; coordinating special projects; overseeing payroll; participating and/or facilitating departmental meetings and trainings; directing front desk operations and managing developing community partnerships; and interacting with citizens and community organizations. Incumbents of this position must exercise considerable independent judgment, initiative and creativity within the realm of established policies and procedures. Work is performed under the general supervision of a Recreation Manager.			
Requirements:			
<ul style="list-style-type: none"> • BS degree in Recreation, Physical Education or related field. Continued course work or Master's Degree in a related field is preferred. • Over three years experience in recreation/aquatics including 2 years of direct supervisory experience; or any equivalent combination of training and experience which provides the required knowledge, skills, and abilities; • Valid North Carolina Class "C" driver's license; • <u>American Red Cross CPR/AED for the professional rescuer</u> and <u>American Red Cross Lifeguard Training</u> are both required at time of employment; must also have current certifications in at least one of the following three: <u>American Red Cross Lifeguard Training Instructor</u>, <u>American Red Cross Water Safety Instructor</u>, and/or <u>Certified Pool Operator /or Aquatic Facility Operator</u>. Must obtain the remaining certification(s) within one year of hire. • Water Safety Instructor Trainer – preferred; • Lifeguard Instructor Training – preferred • Experience in the following areas preferred: after school care, summer camp, health and fitness. • Some Evenings & Weekends Required 			

Individuals selected for conditional offers of employment must pass the City of Durham physical examination including drug and alcohol testing. A driver's history check is conducted for applicants applying for jobs requiring a valid North Carolina Driver's License and/or CDL. "This Agency Seeks Diversity in the Workplace".

If you have questions regarding this position, please contact Audrey Gill at (919)560-4355 or via email at Audrey.Gill@durhamnc.gov

Applications and information regarding filing applications may be found online at <http://www.durhamnc.gov/employment/>.

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