



JOB OPENING

JOB TITLE	Aquatics Coordinator
POSTING DATE	January 16, 2025
CLOSING DATE	Open until filled.
DEPARTMENT/DIVISION	Special Services/HAWK
EMPLOYMENT STATUS	Part-time/Temporary
START DATE & WORK SCHEDULE	ASAP 28 hrs. per week, mostly afternoons and evenings during the week.
PAY RATE	\$16.00 - \$18.00/hr.
PREVIOUS WORK EXPERIENCE	Three or more years of aquatics experience with emphasis on management of pool operations, lifeguarding, and swim instruction
EDUCATION:	Must be a high school graduate or equivalent.
SPECIAL SKILLS & TRAINING	Coaching or management background preferred. Some swimming background is required including but not limited to any of the following: WSI, swim team, swim club, avid swimmer, coaching, swim lessons, or other formal training. Excellent communication and organizational skills required, an applicant is self-motivated and enjoys working with children. Must obtain Lifeguard certification within 3 months(will provide training).
BASIC RESPONSIBILITIES	Oversees and manages swim lesson program and staff. Responds to all on-site emergencies. Assists in staff scheduling. Organizes and teaches swim lessons to Preschool and Youth students following the Swim Lesson program curriculum as needed. Schedules and instructs all mandatory monthly staff training for lifeguards and swim instructors. Answers member questions. Provide tours, cleaning, and other facility tasks as needed.
HOW TO APPLY	All candidates must complete a City of Farmington Hills employment application . Applications are located at www.fhgov.com or in the Human Resources Department at City Hall (31555 West Eleven Mile Road Farmington Hills, MI 48336). Please email the completed application and supporting documents to hr@fhgov.com or in person to the HR Department for consideration.

EQUAL OPPORTUNITY EMPLOYER