



Job Posting

City of Mishawaka
600 East Third St
Mishawaka, IN
46544

POSITION: Director of Aquatics / Ice Rink
DEPARTMENT: Parks and Recreation
SALARY: \$43,598.00 annually
HOURS: 40+ hours (average per week)

DATE POSTED: January 9, 2013
DATE CLOSED: January 15, 2013

DEFINITION: Chief administrative employee of the Merrifield Complex and the Mary Gibbard Pool, and all of their related programs and functions. Must be self-motivated and able to work independently without supervision. Employee reports directly to the Parks and Recreation Superintendent.

ESSENTIAL FUNCTIONS:

1. Develops and schedules aquatic programming for the two pools
2. Administers hiring, training and scheduling of all pool and ice rink staff
3. Directs applicable training of full and part-time employees in first aid
4. Maintains maintenance program record
5. Markets the facility in appropriate venues
6. Oversees and directs special events

QUALIFICATIONS:

1. High School diploma; Secondary Education preferred
2. Certified as an Aquatic Facility Operator (AFO) or Certified Pool Operator (CPO) within one year of position

PHYSICAL REQUIREMENTS:

1. Reach, sit, climb, balance, stoop, crouch
2. Frequently lift or move up to 50 pounds unaided

APPLICATION:

Resumes/applications may be submitted via email, fax, regular mail, or in person to:

Mail: Human Resources
City of Mishawaka
600 East Third Street
Mishawaka, Indiana 46544

Fax: (574) 254-0197

Email: bbonham@mishawaka.in.gov

Please be sure to indicate the position you are applying for in your cover letter and resume.