



## **Director of Aquatics**

Hiring for July 1, 2023 start date

**DEPARTMENT:** Athletics

**REPORTS TO:** Director of Athletics

**FLSA STATUS:** Exempt

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### **SUMMARY**

Hathaway Brown School is seeking a Director of Aquatics. Applicants must have a passion for swimming and pool maintenance. The successful candidate will be able to balance pool maintenance, pool scheduling, managing and scheduling staff, and utilization of the Aquatic Center. He/ she will work effectively as a member of the Athletic and Physical Education Department.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- During the school year, the hours are roughly 10 am to 6:30 pm and may include teaching during the school day. Weekends may be needed with programming needs.
- After school hours are filled with the responsibility of managing aquatics programming, such as learn-to-swim, certification courses, swim team, diving, etc.
- The holder of this position is responsible for creating a welcoming culture in the Butler Aquatic Center and thinking of new ways to generate revenue and activity in the pool. During the swim season, this person is also the meet manager for all MS, Varsity and rented home swim meets (May share with other staff).
- He/she is responsible for renting the facility to outside teams and groups.
- Supervise summer pool use for HBBH, Aspire and any other groups that rent the pool during the summer months. Summer hours will shift from about 8:00am to 4:00pm.
- Oversee the maintenance and cleaning of the pool throughout the school year. Including weekly backwashing, chemical balance, and chemical checks to meet the State of Ohio Pool Code.
- Directly recruit, train, schedule, & supervise approximately 5-15 aquatic related personnel to include lifeguards, swim lesson instructors, & swim meet management personnel.
- Other duties as assigned.

### **EDUCATION and/or EXPERIENCE**

- Bachelor's degree.
- Must possess American Red Cross Lifeguarding certification.
- Desirable certifications include: American Red Cross Lifeguarding Instructor, Water Safety Instructor, and/or trainer, plus Certified Pool Operator.
- High-level of familiarity and competence across cultures and multiple perspectives.
- Familiarity and competence in technology skills.

- Superb communication skills.
- A growth mindset, energy and initiative.

#### **WHY HATHAWAY BROWN:**

- Competitive salaries for Independent Schools.
- Comprehensive medical, dental and vision package, 403(b) plan with matching contribution from the School.
- Employer covered life insurance.
- Employee Assistance Program.
- Voluntary insurance offerings: additional life, accident, and critical illness.
- Professional development program.
- Wellness credit.
- Collaborative teaching environment with seasoned professionals.

#### **DIVERSITY, EQUITY AND INCLUSION**

Hathaway Brown School is committed to building a diverse, equitable, and inclusive learning community through our admission policies, hiring practices, professional development, curricular and extracurricular programming, and school culture. We believe that these communities must be centered on the work we do. Hence, we strongly encourage applications from people who are members of other marginalized communities. Click [here](#) to be directed to our full DEI Statement.

#### **ABOUT HATHAWAY BROWN**

Hathaway Brown School has a rich 146-year history of educating and empowering girls. As Ohio's oldest continually operating college-preparatory for girls, Hathaway Brown has earned a reputation for academic excellence and innovation in the region and around the country. Home of the Learn for Life signature approach, Hathaway Brown has long been devoted to a fusion of cutting-edge curriculum and experiential learning. Our approximately 850 students and 225 faculty and staff come to Hathaway Brown from 89 different communities in Northeast Ohio, and enjoy our stunning 16-acre campus in Shaker Heights, Ohio – just minutes from the cultural attractions of downtown Cleveland.

**TO APPLY:** Interested candidates should email a cover letter, resume, and statement of pedagogical philosophy to [hrstaffing@hb.edu](mailto:hrstaffing@hb.edu). If you have any questions you may contact Meredith Cavell, Director of Human Resources at 216-320-8112.

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EOE