



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

OPPORTUNITY AWAITS

AQUATICS DIRECTOR STURGEON BAY PROGRAM CENTER

The Door County YMCA is seeking a dynamic, relationship-focused Aquatics Director to lead our aquatics department with energy, professionalism, and vision. This is an exciting opportunity for a strategic leader who thrives in a fast-paced environment, can confidently manage daily operations, and enjoys building and motivating high-performing teams.

This is more than managing a pool deck — it's an opportunity to lead with purpose, creativity, and energy in a community-centered organization that values innovation, teamwork, and impact. The Aquatics Director is responsible for the overall leadership and day-to-day operations of aquatic programs, including staff supervision, program development, safety oversight, and member engagement. We are looking for someone who can create a positive, welcoming environment while finding creative ways to inspire, recognize, and retain staff.

Successful candidates will bring strong communication and leadership skills, the ability to manage multiple priorities under pressure, and a passion for making a difference in the community through aquatics programming.



**WORK
AT THE Y!**

Working at the Y, you'll **discover more than a job** —you'll enjoy a career with a future and the opportunity to **make a lasting difference** in the lives of those around you. If you are a person who wants more than just a job, who wants your efforts to have an impact on your community and who wants to work in a welcoming and positive environment, then you are someone we'd like to work with us.

Qualifications

- Bachelor's degree in a related field required, with 1-2 years of experience in aquatics operations, staff leadership, training, and safety

Starting Wage:

- Starting salary: \$48,000–\$51,000 annually, based on experience.
- Excellent benefits package includes medical and life insurance, paid time off, retirement benefits (upon qualification), FREE family YMCA membership, and program discounts.

APPLY TODAY!

Please visit doorcountyyymca.org for a full job description, and a list of other opportunities or to download an application.

**GENEROUS
PAID TIME OFF**

**OUTSTANDING
BENEFITS**

**FREE
Y Membership**

**IT'S
FUN!**

There's something new & exciting happening every day at the Y!

**Y PROGRAM
DISCOUNTS**

**HEALTH
INSURANCE**
A variety of insurance packages are available.

**CAUSE
DRIVEN**

Work with passionate people and help make our community a better place!

DOOR COUNTY YMCA | www.doorcountyyymca.org

Jackie & Steve Kane Program Center
3866 Gibraltar Road, Fish Creek, WI 54212
920-868-3660

Sturgeon Bay Program Center
1900 Michigan Street, Sturgeon Bay, WI 54235
920-743-4949



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DOOR COUNTY YMCA

Job Title: Aquatic Director

Job Code: SBCOR

FLSA Status: Exempt; Full-time

Job Grade: Grade 8

Reports to: Healthy Living Program Executive

Revision Date: 5/27/2026

Leadership Level: Multi-team Leader

Primary Function/Department: Aquatics

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit, charitable organization committed to strengthening community through youth development, healthy living and social responsibility. The Aquatics Director intentionally fosters a cause-centered culture that is welcoming, genuine, hopeful, nurturing, and determined while also managing high-quality, member-focused aquatics programs.

The Aquatics Director is responsible for the organization and delivery of quality aquatic programming, safety standards, and program growth for the aquatic center at the Sturgeon Bay Program Center. This person will work independently and in collaboration with other aquatic staff to deliver optimal aquatic standards in line with the best practices and annual goals of the department and the entire association. The incumbent is expected to be strategic and plan accordingly to meet all expectations of the role. The Director will work with and serve all abilities in an inclusive and supportive role, utilizing staff, incumbent knowledge and additional training resources to ensure effective programming and safety in all aspects of the program.

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

ESSENTIAL FUNCTIONS:

1. Direct daily aquatics center operations, member relations, communications and safety; ensure pool operations meet local and YMCA health and safety regulations.
2. Utilize the most current knowledge and practices of the discipline; work to enhance, lead and develop aquatics programming in an effort to serve a diverse population and grow interest in swimming as a lifelong sport.
3. Ensure programs and services meet community needs; supervise existing program activities, establish new program activities, ensure operations meet YMCA Aquatics Best Practices, and expand the awareness of safe swimming in the community.
4. Balance the needs of the aquatics center with staffing resources and schedules, with equal understanding being given to lap swimming, healthy living programming, progressive swim lessons, competitive swim team, and open/free swim in order to foster the highest level of participation across this premier environment.
5. Plan, develop, and provide appropriate training for aquatics staff. Conduct lifeguard, swim instructor, First Aid and CPR trainings for the organization. Ensure records of staff certifications are current and complete.
6. Recruit, schedule, and hire diverse staff and volunteer teams across multiple dimensions of diversity. On-

DOOR COUNTY YMCA www.doorcountyyymca.org

STURGEON BAY PROGRAM CENTER 1900 Michigan Street, Sturgeon Bay, WI 54235 P 920 743 4949 F 920 743 8812

NORTHERN DOOR PROGRAM CENTER 3866 Gibraltar Road, Fish Creek, WI 54212 P 920 868 3660 F 920 868 9970

board, recognize, appreciation, develop and mentor staff for success.

7. Work in concert with other aquatic and management staff to insure that all facets of the aquatics department are adequately scheduled, supervised and staffed during all operating hours.
8. Supervise a coordinator and work alongside the Competitive Swimming Director to support all aquatics programming; aquatic facilities include 2 pools, whirlpool, and sauna.
9. Model relationship-building skills in all interactions. Develop and maintain collaborative relationships with community organizations.
10. Develop and manage the program budget to meet fiscal objectives; compile program statistic to monitor and evaluate the effectiveness of and participation in programs.
11. Coordinate (and bill for, if applicable) "special activities" that utilize the aquatics center, including, but not limited to, rentals, DCY and DCU swim meets, Super Kids Fun Nights (pool coordination), and other special activities/programs to encourage pool participation.
12. Assist in fundraising activities aimed to promote the organization and strengthen community relationships.
13. Assure own professional growth through ongoing certification, training, studying, and conference attendance.
14. Adhere to, and be ready to implement applicable Risk Management and Personnel Procedures as identified in related handbooks. (Handbooks can be found on the Staff Resource Portal)

LEADERSHIP COMPETENCIES:

1. Critical Thinking & Decision Making
2. Project/Program Management
3. Communication and Influence
4. Developing Self & Others
5. Engaging Community

QUALIFICATIONS:

1. Minimum 21 years of age; bachelor’s degree and 1-2 years of related management experience preferred; Knowledge, training and demonstrated proficiency in aquatics (including swim skills and techniques, administration, and training) necessary. Competitive coaching experience is a plus.
2. YMCA Team Leader certification to be obtained upon hire.
3. Aquatics trainings necessary to support staff, including Lifeguard, Lifeguard Instructor, Swim Instructor, etc.
4. Ability to relate to diverse groups of people from all social and economic segments of the community.
5. Obtain CPR/AED for Professional Rescuers and First Aid Certificates within 90 days of hire; keep current.
6. Complete Child Abuse Prevention Training through the onboarding process/annually thereafter.
7. Complete New Employee Orientation within 30 days of your hire date.
8. Adhere to the Best Practices designated per position which can be found on the Staff Resource Portal

WORK ENVIRONMENT AND PHYSICAL DEMANDS:

1. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
2. While performing the duties of this job, the employee is regularly required to use a computer for extended periods of time and be able to communicate using a computer and phone/smart device. The employee frequently is required to sit and reach, and must be able to move around the work environment.
3. Ability to instruct and demonstrate skills that necessitate the ability to exert physical movements including stretching, bending, jumping, lifting (up to 30 pounds) and general fitness-type activities.
4. Ability to stand and work in hot, humid environments for a long period of time.

SIGNATURE: I have reviewed and understand this job description.

Employee’s name

Employee’s signature

Date