

NANTUCKET PUBLIC SCHOOLS  
NANTUCKET, MA 02554

MEMORANDUM

TO: All Staff  
FROM: Superintendent's Office  
RE: Anticipated Vacancy  
DATE: March 15, 2023

POSITION	AVAILABLE DATE
<b>Assistant Aquatics Director</b>	<b>Immediately</b>

**DESCRIPTION:** Nantucket Community Pool is looking for a committed, driven individual to assist our Aquatics Director with the day-to-day operations of the Nantucket Community Pool. The ideal candidate would be looking to grow and develop our youth and adult programming while maintaining our community membership. A background in pool operations, lifeguarding, and swim coaching is optimal. This position will require flexible hours that will include monthly off-island travel during swim season.

**TERMS OF EMPLOYMENT:**

- Full-time benefit-eligible position
  
- Assist the Aquatics Director with day-to-day operations of the pool
  - NCP membership administration
  - Manage Nantucket Community School's Learn-to-Swim program
  - Registration software administration, including class rosters and drop-ins
  - Assist in waitlist maintenance
  
- Assistant coach to various training groups of Nantucket Swimming Club Team
  
- Oversee Learn-to-Swim (LTS) program
  - Manage pre-school LTS collaborations
  - Schedule and teach classes
  - Invoices and billing
  
- Oversee lifeguard staff and scheduling
  
- Maintain pool social media accounts

**QUALIFICATIONS:**

- AS or Higher Degree of Education
- USA Swimming Certification (or willing to obtain)
- Lifeguard and CPR Certification (or willing to obtain)
- CPO (or willing to obtain)

**APPLICATION:** Job is open until filled. Candidates are requested to submit a letter of interest, resume, and NCS Application via email to [graziadeia@npsk.org](mailto:graziadeia@npsk.org). Full job description available upon request. Applications can be found at [www.nantucketcommunityschool.org](http://www.nantucketcommunityschool.org)