



VALDOSTA STATE UNIVERSITY

Graduate Assistant Aquatics & Risk Management

Graduate Assistant – Aquatics & Risk Management

DESCRIPTION: The Graduate Assistant will be responsible for assisting with the daily operations of the Student Recreation Center at Valdosta State University. Under the supervision of the Coordinator of Aquatics & Risk Management, the Graduate Assistant serves as a leader and liaison for the Aquatics staff, including the lifeguards, swim instructors, American Red Cross instructors, and their associated Team Leaders. This position is responsible for facility policy enforcement, recruiting and training a lifeguard staff, managing the American Red Cross Learn-to-Swim and community class offerings, supervising American Red Cross Instructors, assisting with department-wide risk management assessments and trainings, and overseeing select departmental special events.

RESPONSIBILITIES:

- Oversee the enforcement of facility rules and regulations
- Manage and develop a team of lifeguards, water safety instructors, and American Red Cross instructors
- Work with other departmental graduate assistants to assess and refine building policies and procedures
- Hire, train, supervise and evaluate student assistants
- Assist in developing student-staff trainings & in-services
- Assist with establishment of technical skill benchmark assessments
- Work cooperatively with other departmental staff members and assist with departmental special events
- Manage, organize, and provide logistical support for American Red Cross class offerings
- Manage, organize, and provide logistical support for Campus Recreation's learn-to-swim program
- Maintain an active presence in all Campus Recreation special events
- Other duties as assigned
- **NOTE:** May/June/July summer month attendance is required for this graduate assistant position

QUALIFICATIONS:

- Bachelor's Degree required, preferably in Recreation and Leisure Service Management, Higher Education Administration, Sport Management, or related field.
- Minimum of two years' experience in staff supervision; preferably experience with a Recreational Sports program or special event program.
- Current certification as an American Red Cross Lifeguard Instructor/Instructor Trainer, and/or Water Safety Instructor and the ability to maintain those certifications.
- Excellent verbal and written communication skills, word processing, as well as strong interpersonal skills.
- Proven ability to recruit, develop, lead, supervise and motivate student personnel
- Positive attitude, proven ability to work successfully with diverse populations, and excellent customer service skills.
- Proficient with all Microsoft office applications; proficient using Windows computers.
- Strong foundation in customer service; demonstrable skillset in conflict management.

Qualified candidates must be accepted by VSU Graduate School in desired field of study* before the final offer can be made for the position. ***Graduate students pursuing VSU's Higher Education Master's Program preferred***

CAMPUS RECREATION
DIVISION OF STUDENT AFFAIRS



VALDOSTA STATE UNIVERSITY

Graduate Assistant Aquatics & Risk Management

COMPENSATION: \$8,000.00 Stipend for 10 months, full tuition waiver; summer month compensation to be discussed with applicants.

LAST DATE FOR CONSIDERATION: For optimal consideration, please submit your application items before Friday, February 4th, 2022. Position will remain open until filled.

PERSON INTERESTED IN THIS POSITION SHOULD: Forward a cover letter, resume and references to:
Annalisa McCarty, Recreational Supervisor

VSU Campus Recreation

1500 North Patterson Street Valdosta, Georgia 31698

Email: ajmccarty@valdosta.edu Phone: (229) 333-5898 Fax: (229) 259-5088

Do not apply through bluefishjobs.com

NOTES: The Position is a 1-year appointment (10-month) with an additional second year based upon performance. Full tuition waived (In and out-of-state, up to 15 credit hours for fall and 15 credit hours for spring, summer tuition waiver up to 9 credit hours). Salary based on 10-month period (Fall/Spring). Summer hourly employment is required for this position; summer month compensation will be discussed with qualified applicants. Must pay student fee (approximately \$1,100). Position is contingent upon the applicant's acceptance to the Valdosta State University Graduate School.

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