

Now accepting applications for:
**SENIOR RECREATION
COORDINATOR (AQUATICS)**

\$84,688 to \$99,633 Annually*

Why Mountain View?

Because where you choose to work, matters. Because you want to surround yourself with passionate, mission-driven colleagues committed to providing excellent service to the community and each other. Because you want to apply your talents in a place where words like "wellness," "empathy" and "innovation" are not merely nice sentiments, but are ideals we strive to achieve in everything we do.

"Being part of the Recreation Division, I have the pleasure of working with a knowledgeable, driven, supportive team whose focus is to provide exceptional service and programs to the community."

Ashleigh Bittle - Senior Recreation Coordinator

*Appointment beyond the posted salary range may be considered for exceptional qualifications and experience. Salary growth following appointment is in accordance with a pay-for-performance plan and increases may be awarded annually for meritorious performance.

What's the role?

We want a highly **motivated, reliable, and organized** individual to join the Recreation Division within the Community Services Department, for the position of Senior Recreation Coordinator in Aquatics Programming. You will join a **fast-paced, dynamic team environment**, organize aquatics programs, and **provide exceptional customer service** that strives to improve the quality of life for the citizens and visitors of Mountain View. If you have a passion for creating positive recreational experiences while collaborating with a variety of community groups, this position is for you! You can review the detailed job description for [Senior Recreation Coordinator](#) on the City's website.

The Essentials

- Two years of community service, cultural, recreation and/or environmental program coordination experience.
- Bachelor's degree from an accredited college or university with major work in recreation administration or a closely related field.
- Possession of a Class C driver license.
- Possession of Red Cross Lifeguard certification and Water Safety Instructor certification within six months of appointment.
- Possession of Red Cross Lifeguard Instructor and Certified Pool Operator certifications (or equivalent) within one year of appointment.

Bonus Points

- Aquatics background
- Current possession of Red Cross Lifeguard Instructor Trainer and Water Safety Instructor Trainer certifications.
- Current possession of a Certified Park and Recreation Professional (CPRP) certification.
- Current possession of a Certified Pool Operator certification (or equivalent).

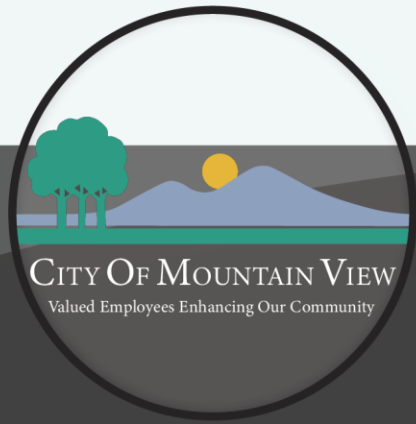
What You'll Do

- Identify, develop, recommend and coordinate a community aquatics program suited to the needs of the community, including aquatics classes, swim lessons, lap swim, recreation swim and private rentals.
- Lead by example to others in the organization as well as act as a mentor to employees you supervise.
- Serve as a liaison and oversee formal agreements with community groups, schools, independent contractors and individuals for regular and occasional use of pools and gardens. Apply principles and procedures for implementing and directing community services and recreation program activities.
- Plan, organize, coordinate and implement community special events using a committee format.
- Prepare marketing materials to promote City programs and services.
- Assist with preparation and administration of program budgets.
- Recruits, selects, supervises, trains and evaluates one full-time maintenance staff and numerous hourly staff and volunteers.
- Serve as a liaison to other departments regarding maintenance and operations of responsible facilities (for example, Eagle Park Pool, Rengstorff Park Pool, and Community Gardens).

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<https://www.linkedin.com/company/city-of-mountain-view/>



CULTURAL IDEALS:

- Empower People
- Foster Collaboration
- Support Continuous Learning
- Enhance Our Community
- Champion Wellness
- Lead with Empathy
- Embrace Change & Innovation

Apply Now!

Submit your application, resume, and supplemental questionnaire online at calopps.org or to the Human Resources Dept. City of Mountain View, 500 Castro Street, Mountain View, CA 94041, and (650) 903-6309. Please provide a valid email address on your application. **Application materials will be screened on a continuous basis with a first application review date of 5:00 p.m., Monday, September 27, 2021.** The recruitment may close at any time. Qualified candidates are encouraged to apply early!

Are we a Match?

- A community-oriented individual with **strong customer service skills** who strives to make a positive impact.
- A **lifelong learner** who is highly knowledgeable and experienced in the planning and delivery of community aquatics programs, and is an expert at safety/risk management procedures specific to aquatics facilities.
- A **passionate recreation professional** who understands the logistics of implementing and directing community services and recreation program activities.
- A **self-motivated** individual who takes initiative and is always looking for the best way to get things done.
- A highly organized **multi-tasker** who is able to work independently and prioritize tasks in a fast-paced environment.

The Perks!

- **Comprehensive Benefits:**
 - Generous paid leave and group health coverage (medical, dental, vision, EAP, Life & Disability Insurance).
 - CalPERS retirement (2.7% at 55 formula for classic members; 2% at 62 for new members); employees contribute 11.5% for classic members/10.5% for new members to CalPERS with no Social Security deduction.
- **Support for Continuous Learning & Development:**
 - Up to \$2,000 in tuition reimbursement for education advancement annually, with a one-time opportunity for up to \$20,000 for the completion of a work-related Bachelor's or Master's.
 - Professional Development Funds (\$800.00 annually).
- **Wellness and Engagement Culture:**
 - Access to an onsite employee gym.
 - Incentive pay for participating in the City's wellness program.
 - Up to \$100/month City contribution for mass transit expenses, with \$10/month minimum employee contribution; discounts for carpools and ride-shares; a bicycle commute incentive.
 - Ongoing commitment to robust internal communication and feedback.
- **And More:** Employee appreciation days and activities.