



## **Aquatics Graduate Assistant**

### **Department Overview**

University Recreation supports the Division of Student Affairs and Mississippi State University in the total educational development of students by providing unique recreation programs, services, and facilities that support and encourage the development of a healthy lifestyle.

### **Qualifications**

- Completed bachelor's degree from an accredited four-year institution (Required)
- Acceptance into a Mississippi State University graduate program is required.
- One or more years of experience as lifeguard
- American Red Cross Lifeguard Training certification required
- Experience teaching swim lessons preferred
- Experience conducting lifeguard training preferred.
- Ability to supervise and train employees, including organizing, prioritizing, and scheduling work assignments.

### **Responsibilities**

- Plan and conduct quality aquatics programs for the university community. Maintain a safe, clean pool and pool area. Provide for the safety of participants and employees of the facility.
- Strong interpersonal skills and the ability to work effectively with a wide range of constituencies
- Proficiency in written and oral communication skills and utilization of computers
- Employee development and performance management skills
- Foster a positive, cooperative work environment
- Plan, organize, and implement promotional programs and events
- Comply with all policies and regulations of Mississippi State University and enforce policies that apply to recreational sports programs and services
- Develop, direct, and manage aquatic special events and water safety instruction programs. This includes American Red Cross swimming lessons, lifeguard training, and other courses as appropriate.
- Assist with development and implementation of marketing plan for the program.
- Be on-site on assigned weekends



# MISSISSIPPI STATE UNIVERSITY™

## UNIVERSITY RECREATION

### **Knowledge, Skills, and Abilities Required**

1. Strong interpersonal skills and the ability to work effectively with a wide range of constituencies
2. Proficiency in written and oral communication skills and utilization of computers
3. Ability to supervise and train employees, to include organizing, prioritizing, and scheduling work assignments
4. Employee development and performance management skills
5. Ability to foster a positive, cooperative work environment
6. Ability to plan, organize, and implement promotional programs and events
7. Ability to comply with all policies and regulations of Mississippi State University and enforce policies that apply to University Recreation programs and services

### **How to Apply**

Applicants should email cover letter, resume, and other supporting documents to Melissa Hubley [mhubley@saffairs.msstate.edu](mailto:mhubley@saffairs.msstate.edu). The deadline to apply is March 7, 2025.