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Job Summary

The Assistant Director, Aquatics & Adventure provides strategic and operational direction of the Lee County/FGCU Aquatics Center, South Village pool, Waterfront area, and all aquatics, safety, and outdoor adventure programs. Oversees the day-to-day operations of assigned program area and supervises full-time and part-time OPS employees.

FGCU is building a culture of curiosity, commitment and collaboration. We value employees who successfully work with others and drive positive change through critical thinking and decisive action. If you thrive in an environment of innovation, accountability and mutual respect, you will find a good home here.

Job Description

Typical duties include but are not limited to:

- Manages day-to-day operations of the assigned program area and facilities, including Aquatics, RecVentures, and the Waterfront.
- Oversees the recruitment, hiring, and training of full-time staff and part time OPS staff that assist in carrying out the goals and objectives of the functional area.
- Oversees the operational management and usage of the Lee County/FGCU Aquatics Center, South Village Pool, and Waterfront facilities.
- Serves as the Facility Use Custodian for Lee County/FGCU Aquatics Center, South Village Pool, and Waterfront. Develops Facility Use Agreements and Memorandum

of Understandings for the use of the spaces by groups, verifies insurance requirements, tax exempt status, alcohol use, and solicitation request for spaces to ensure compliance with policies and procedures.

- Oversees management of the RecVentures programming and initiatives. Includes motorized and non-motorized boat programs, educational clinics, trip programs, and equipment rentals.
- Oversees aquatic programming to include swim lessons, swim/dive club training and meets, and safety certification programming.
- Develops and implements risk management and safety plans. Ensures all safety practices are followed.
- Assists with instructor training for department full time staff for first aid and risk management certification programs.
- Collects and analyzes data to assess and evaluate programs and initiatives.
- Assists in the development and implementation of policies and procedures to ensure effective operation for multiple program areas and facilities.
- Develops and manages the operating budgets to ensure program alignment with fiscal allocation.
- Assists in goal setting and planning. Develops goals, student learning outcomes, and objectives. Assists with the development and implementation of the overall departmental strategic plan.
- Stays current on trends and best practices in aquatics, risk management, and outdoor adventure programming to develop new and improved programming and stay within operational standards of aquatic facilities. Participates in state, regional, and national professional organizations, conferences, and workshops.

Other Duties:

- Serves on assigned University Recreation and Wellness and university work teams and committees as needed
- Performs other job-related duties as assigned
- Assists with special projects as assigned.

Additional Job Description**Required Qualifications:**

- This position requires either eight years of directly related full-time experience or, as an alternative, a Bachelor's degree from an accredited institution in Recreation Management, Sports Administration, or closely related field and four years of full-time experience directly related to the job functions.
- Current American Red Cross or equivalent lifeguard, Water Safety Instructor, CPR/AED, and First Aid certifications or the ability to obtain within 30 days of employment.
- Current Certified Pool Operator (CPO) or Aquatics Facility Operator (AFO) certification or obtain within one year of hire.
- Experience operating a personal computer and proficient in Microsoft office (Word, Excel, and Outlook).
- Valid Driver's License.
- Any appropriate combination of relevant education, experience, and/or certifications may be considered.

Preferred Qualifications:

- Master's Degree from an accredited institution in Recreation Management, Sports Administration, or closely related field.
- Two years full-time professional experience in higher education campus recreation related to the position.
- Experience scheduling and supervising the work of students, support, and professional employees.
- Experience in swim meet coordination.

Knowledge, Skills & Abilities:

- Proven ability to think strategically and approach challenges with creativity
- Demonstrated track record of reliability, meeting goals, and holding oneself accountable
- Strong interpersonal skills and experience working effectively across teams
- Knowledge of campus recreation and fitness programming.
- Knowledge of risk management standards and practices.
- Knowledge of inventory control principles and methods.

- Knowledge of marketing principles including promotion, fundraising, and public relations.
- Knowledge of budget control principles, practices, and procedures.
- Excellent interpersonal, verbal, and written communication skills.
- Excellent organizational skills and the ability to prioritize and complete simultaneous projects.
- Ability to interact in a professional manner with staff, faculty, students, and the community in a service-oriented environment.
- Ability to work successfully as both a member of a team and independently with minimal supervision.
- Ability to take initiative to plan, organize, coordinate, and perform work in various situations when numerous and competing demands are involved.
- Ability to develop and implement policies, procedures, goals and objectives.
- Ability to effectively manage the work of others by providing information, guidance, and motivation.
- Ability to work evenings, nights, and weekends as necessary.

Institutional Values & Behavioral Expectation

In this role, the successful candidate will be expected to:

- Seek out new approaches to improve outcomes; remain open for feedback and new ideas.
- Lead with integrity; consistently produce high-quality work; persevere to overcome obstacles to meet deadlines and achieve deliverables.
- Share information and insights thoughtfully; build partnerships across departments; communicate respectfully; support colleagues to achieve common goals.

Pay Grade 16

Review of applicant materials will begin on September 25, 2026.

FGCU is a State University System of Florida member and an Equal Opportunity and Equal Access employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, disability, or protected veteran status.