

Facilities and Aquatics Graduate Assistant

PROGRAM OVERVIEW

Campus Recreation and Wellness at East Carolina University provides the following programs and services for the campus community: wellness, intramural sports, physical activity & fitness, informal recreation, club sports, adventure leadership programs, summer camps, and special events. Facilities include a state of the art 150,000 square foot Eakin Student Recreation Center; 30,000 square foot Health Sciences Student Center; an 18-acre multi-sport field complex; a team challenge course; and a 129-acre sports complex which includes eight sport fields, a six-acre lake, disc golf course, boathouse, walking/jogging trails, outdoor fitness equipment, sandy beach area, beach volleyball courts, and an Odyssey challenge course.

THE UNIVERSITY

East Carolina University® is a constituent institution of the University of North Carolina System and has an enrollment of 26,940 students (as of Fall 2024), making it North Carolina's fourth-largest institution of higher learning. Adjacent to a vibrant downtown district, ECU's Main Campus is in the heart of Greenville, North Carolina, a city of approximately 90,000 people. Greenville is the hub of North Carolina's coastal plain and serves as a business, medical and educational center. It is 80 miles east of Raleigh, the state capital, accessible by highway and nearby airports, and is within easy driving distance of coastal resorts.

REQUIREMENTS FOR CANDIDACY

Bachelor's degree required from an accredited college or university. Preference is given to candidates specializing in sport management, recreational sciences, exercise and sport science, or a related field. The candidate must possess an academic background which will satisfy the graduate entrance requirements of East Carolina University. Previous experience managing student staff, working in aquatic facilities, and serving as a lifeguard is preferred. Lifeguard certification required within one month of beginning employment. Duties will require weekend and evening hours. Must maintain current driver's license and satisfy university driving standards.

RESPONSIBILITIES

- Directly manage and supervise the work of student staff to include facility managers and lifeguards.
- Organize, assign, and follow-up on daily incident reports.
- Coordinate special event set ups/break downs and operations.
- Supervise aquatic areas to include regular lifeguard in-service trainings.
- Present at monthly staff meetings.
- Assist with planning and implementation of the large events.
- Maintain accurate participant count data.
- Assist with coordination of aquatic programming to include swim lessons and other events.
- Assist with risk management for two indoor facilities and two aquatics facilities.

DATES OF EMPLOYMENT & COMPENSATION

- Expected work dates are August 1, 2025 – May 8, 2026 (excluding all student observed holidays).

- Stipend of \$11,875.00, for 9½ months. Professional development support available. Full In-State Tuition and Student Fees included. Out of state students are responsible for paying the amount of the difference between out of state and in-state tuition.
- Additional opportunities are available for summer employment.
- This is typically a 2-year position with a satisfactory evaluation required to continue to second year.
- Position is open until filled.
- Funding for this position is contingent on the continued availability of auxiliary funds.

APPLICATION PROCESS

To apply for this position please email cover letter, resume and list of three professional references to Assistant Director of Facilities Kelly Clare at clarek19@ecu.edu or call 252-328-6387.