Director of Fitness and Aquatics

Lenox Hill Neighborhood House, widely recognized as one of New York’s premier human services providers, is a 127-year-old settlement house that provides an extensive array of effective and integrated services—social, educational, legal, health, housing, mental health, nutritional and fitness—which significantly improve the lives of 16,000 people in need each year, ages 3 to 103, on the East Side of Manhattan. Our clients include older adults, homeless and formerly homeless adults, children and families, recent immigrants, disabled persons, adult learners and more. For more information on Lenox Hill Neighborhood House, please visit lenoxhill.org and check us out on Facebook or Instagram.

Lenox Hill Neighborhood House operates two Older Adult Centers, the Center @ Lenox Hill Neighborhood House and the Senior Center at Saint Peter’s Church, serving adults 60 and older from diverse backgrounds and abilities (from the very active to the very frail) residing in New York City. The Center @ Lenox Hill Neighborhood House provides an incredible array of expansive programming that attracts 350 seniors daily while providing a broad range of invaluable public health, case management, fitness and aquatics, health and wellness, arts and culture, education and socialization activities from 8am to 8pm, 365 days per year. The Senior Center at Saint Peter’s Church, the only senior center in East Midtown, attracts 150 seniors daily, serving farm-to-table lunch and offers a full schedule of social, educational, health and unparalleled arts and cultural offerings 5 days a week. Members of our Older Adult Centers have access to our state-of-the-art facilities in our historic headquarters located at 331 East 70th Street which includes our swimming pool, gymnasium and fitness center.

The Director of Fitness and Aquatics will be an integral member of Lenox Hill Neighborhood House and our Older Adult Centers, joining other administrative staff, social workers, program assistants, lifeguards, fitness instructors and numerous volunteers who serve our members each day. Reporting to our Chief Operating Officer and working in close collaboration with our Chief Program Officer and Director, who oversee our Older Adult Centers, the Director of Fitness and Aquatics will have primary responsibility for leading and managing our Fitness and Aquatics Team and creating and providing extensive fitness, aquatics and evidenced-based health promotion programming to our Older Adult Community.

The Director of Fitness and Aquatics will:

- Be responsible for the safety, development, operation and administration of the Fitness and Aquatics Department which includes one pool, fitness center, gymnasium and numerous multipurpose spaces
- Manage and supervise our Fitness and Aquatics Team which includes a Fitness and Aquatics Coordinator, numerous lifeguards and fitness instructors
• Ensure staff certifications are up to date and organized and accurate records are on file
• Plan, coordinate and lead Evidence-Based and non-Evidence-Based Health Promotion, Wellness and Fitness activities for our Older Adult clients
• Track our robust deliverables and levels of service ensuring completion, and effectively managing our Health and Fitness Team to ensure operational and client needs are provided for
• Oversee all aspects of administrative management of health and fitness programs and services including ensuring accurate programming data is recorded in the STARS database
• Interface daily with members providing excellent customer service, fielding questions and responding to member needs
• Help facilitate day to day operations of our Older Adult Centers and ensure they are conducted in accordance with our high-performance standards and government regulations
• Collaborate with Lenox Hill Neighborhood House’s staff from many departments as well as with professionals from other community-based organizations to maximize resources for members
• Complete all other responsibilities and duties as assigned by the Chief Operating Officer

Qualifications:
The ideal candidate for the Director of Fitness and Aquatics thrives in a highly social and busy community setting and is committed to working with older adults to improve their quality of life. The person should possess the interpersonal and leadership skills to work effectively with many diverse backgrounds. The candidate will be compassionate, energetic, highly organized, and self-motivated, and also be creative and thoughtful in the coordination and provision of health, fitness and aquatics-based programming for older adults. As part of a collaborative team, the person must be able to communicate effectively with a variety of stakeholders and be a team player.

Bachelor’s degree in Physical Education, Recreation, Sports Management, or related area with a minimum of three to five years in the Aquatics and Fitness fields required. Current certifications in Pool Operation, First Aid, CPR/AED and Water Safety Instructor required. Lifeguard/Water Aerobics/Swim Instructor a plus. Fluency in Spanish or Chinese is ideal. Competitive compensation and excellent benefits package available. Please note that we are still assessing our post-pandemic operating capacity and hours of operation are subject to change.

To Apply:
Interested applicants should email a resume, cover letter and list of references to centerposition@lenoxhill.org. No phone calls please. Applications will be accepted on a rolling basis until the position is filled.

At Lenox Hill Neighborhood House we value respect, integrity, diversity and integrity. We are an equal opportunity employer. Lenox Hill Neighborhood House prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, disability status, genetic information, protected veteran status or any other characteristic protected by law. Lenox Hill Neighborhood House conforms to the
spirit as well as to the letter of all applicable laws and regulations. The policy of equal employment opportunity (EEO) and anti-discrimination applies to all aspects of the relationship between Lenox Hill Neighborhood House and its colleagues.

Lenox Hill Neighborhood House is a client-facing and essential community-serving organization. To keep our clients and our colleagues safe, and to comply with various governmental contractual requirements, all new employees must be fully vaccinated against Covid-19 (except where valid medical exemptions apply) and will be required to submit proof prior to the time of onboarding.