

AQUATICS SUPERVISOR

DEFINITION

Under supervision of the Parks and Recreation Director, the Aquatics Supervisor is responsible for supervising the day-to-day activities of the City's Community Pool; and to perform other related work as required. This is an at-will, intermittent, part-time, hourly position without benefits. Some evening and weekend work may be required.

ESSENTIAL POSITION FUNCTIONS

- Create, plan, and coordinate all daily activities and special events of the City's Community Pool.
- Assign and schedule pool staff.
- Perform lifesaving practices and standards according to accepted industry standards.
- Train and supervise staff and volunteers on assigned duties.
- Accurately and timely complete pertinent record keeping, reports, testing, and program paperwork according to established guidelines.
- Perform daily pool opening and closing activities according to established guidelines.
- Act in capacity of pool lifeguard.
- Responsible for maintaining on-site security and safety of participants, staff, and others in the pool area, preparation, and maintenance of incident records.
- Enforce City and program rules and guidelines and conduct necessary discipline of staff and volunteers.
- Maintain a safe and clean swimming pool environment.
- Conduct and attend pertinent staff meetings as required during the season.
- Perform other program related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- Institutional aquatics activities.
- Swimming pool operations and maintenance.
- Related safety practices.
- Principles of supervision and training.
- Principles and techniques of first aid

Ability to:

- Work a flexible work schedule, which may include evening, weekdays, weekends, and holidays.
- Communicate clearly and concisely, both orally and in writing.
- Learn pertinent City rules, policies, ordinances, and program requirements.
- Maintain timely and accurate reports pertinent to the aquatics program.
- Understand and carry out oral and written directions.
- Establish and maintain effective working relationships with those contracted during the course of the work.

- Pass a background check prior to start date.
*A conviction history will not necessarily disqualify an applicant from appointment; however, failure to disclose a conviction will result in disqualification or termination.

EDUCATION, TRAINING AND EXPERIENCE

Education/Training:

- Demonstrated swimming skills that meet the American Red Cross guidelines for aquatics program personnel.

License or Certificates

- Possession of valid Lifeguard Instructor Certificate from the American Red Cross.
- Possession of Title 22 Certificate – California First Aid for Public Safety Personnel.
- Water Safety Instructor Certificate is desirable.

Experience:

- Two years' experience as a swim instructor/lifeguard at a public swimming facility
- One year as a Head Lifeguard or supervisory experience in Aquatics or another related field preferred.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

Environment:

- Work is performed primarily in an environment that will cause exposure to light chemical substances, such as chlorine.
- All work activities are performed in a public swimming facility.

Physical:

- Primary functions require sufficient physical ability and mobility to work in a public swimming facility.
- May be required to rescue swimmers in distress and/or demonstrate beginning through advanced swim strokes.
- Stand or sit for prolonged periods of time.
- Regularly stoop, bend, kneel, crouch, reach, and twist.
- Lift, carry, push, and/or pull light to moderate amounts of weight (up to 50lbs).

Vision:

- See in the normal visual range with or without correction.

Hearing:

- Hear in the normal audio range with or without correction.