

ASSISTANT AQUATIC PARK MANAGER

Parks and Recreation

Salary: Hourly

Relationships

Report to: Director of Parks and Recreation, Aquatic Park Manager

Subordinate staff: Lifeguards, Jr. Guards, Gate Workers

Job Summary

Responsible for the health and safety of the general public attending the Aquatic Park. Maintains the Aquatic Park for cleanliness in order to promote the physical appearance of the facility.

Responsible for the education and instruction of the general public during normal operating or other special activities at the aquatic park.

Job Duties & Responsibilities

1. Knowledge of proper lifesaving skills and ability to administer lifesaving skills at all times.
2. Supervise lifeguard staff in proper duties of a lifeguard, conduct training on a regular basis.
3. Ability to be official in your dress, attitude, and action while on duty and in front of the public.
4. Ability to be clean and neat at all times.
5. Ensure staff is neat and clean at all times.
6. Report to work on time and consistently; call the Aquatic Park manager prior to duty hours if you cannot report to work because of an illness or excused reason.
7. Make written request to Aquatic Park manager to request an absence.
8. Do not report to work intoxicated or under the use of drugs of any type. Be alert on duty at all times.
9. Supervise the staff work schedule and fill in as needed.
10. Be courteous to the public; do not argue or use any physical force with the public. Provide a fair and safe environment for Aquatic Park patrons at all times.
11. Assist the Aquatic park manager in keeping clean facilities and proper maintenance by completing all task assigned and taking personal initiative.
12. Maintain safe conditions by enforcing rules around pool area.
13. Take pool samples, record readings, and make proper adjustments to controller.
14. Report any accidents or incidents involving patrons at the Aquatic Park.
15. Turn in financial accounting records in a timely manner when in charge of the Aquatic Park.
16. Be on call to supervise in the absence of the Aquatic Park manager. To be responsible for the operation and maintenance of the Aquatic Park.
17. Other duties as assigned.

Knowledge, Skills, and Abilities

1. Physically capable to perform the current lifeguard rescue procedures within minimum standard times.
2. Possess the mental capability to comprehend the basic safety rules and operating procedures of the Aquatic Park.
3. Physically capable of turning valves to operate pool water controls.
4. Possess an attitude of serving the public and maintaining a calm nature while settling disagreements with the public participants.
5. Possess a current lifeguard certification by the Red Cross or other approved sanctioning agency.
6. Must have a minimum of two summers experience as a Head Lifeguard or Pool manager at a pool.
7. Must have a Water Safety Instructors (WSI) training certification to teach swimming lessons.
8. Must have passed a standard Red Cross first aid and CPR course.

Physical Characteristics

1. Physical ability to function as a certified lifeguard.
2. Hear well enough to respond to verbal communication.