



Job Posting

JOB TITLE: Pool Manager

TYPE: Seasonal Full-time

LOCATION: 1400 Railer Way, Lincoln, IL

REPORTS TO: Executive Director

POSITION SUMMARY:

The **Pool Manager**, under supervision and guidance of the Executive Director, performs professional duties in ensuring effective performance of lifeguard staff. Ensures that life-saving certification is current and that all lifeguards are fully competent in performing water rescue procedures, ensuring safety of patrons in and around the pools, and monitoring swimmers to enforce all safety rules.

WORK ENVIRONMENT:

Work takes place primarily in an outdoor environment in both wet and dry conditions with moderate to loud noise levels. May work in cold and hot temperatures, or inclement weather conditions.

DUTIES & RESPONSIBILITIES:

- Assists in hiring, training, scheduling and appraising lifeguards.
- Knowledgeable in CPR, first aid and lifeguard training; orients new lifeguards to job duties and responsibilities.
- Schedules and supervises lifeguards throughout the season; reports issues to Executive Director if corrective action is needed.
- Performs all lifeguard responsibilities including monitoring pool activities, applying first aid, and performing water rescues if required; acts as head lifeguard as necessary.
- Ensures that all lifeguards are current on their training and certifications; responsible for scheduling, coordinating and conducting in-service training.
- Ensures that lifeguards perform in accordance with established safety regulations and policies and enforce pool rules.
- Ensures pool deck is clean and free of hazards.

- Keeps the management well informed of pool maintenance needs including cleaning, chemical adjustments, and repairs.
- Inventories and recognizes when supplies or equipment need to be ordered and communicates the needs to the Aquatics Manager.
- Interfaces with patrons regarding concerns, problems, or any other significant issues.
- Provides input and feedback while responding to problems.
- Ensures that aquatic programs are occurring as desired and assists with the overall management of swimming events.
- Monitors weather conditions and makes determinations about closing the pool based on aquatics best practices and guidance from National Weather Service.
- Contributes to the success of Lincoln Park District's aquatic center by performing related duties as required.

KNOWLEDGE & ABILITIES:

- Ability to work mornings, mid-day, evenings, weekends, and holidays as needed.
- Working knowledge of lifesaving techniques including backboard rescue.
- Strong swimming and life-saving abilities.
- Ability to communicate effectively with patrons, supervisors, and other employees.
- Ability to remain alert, attentive, and responsible.
- Ability to be a team player.
- Ability to respond quickly to situations involving policy enforcement and staff and patron safety.

QUALIFICATIONS:

- At least 21 years of age.
- Must possess a high school diploma or equivalent.
- Minimum of two years paid lifeguard experience or previous lifeguard supervisory experience.
- Must possess or be willing to obtain American Red Cross Lifeguard certification.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is required to walk, stand, sit, swim, talk and hear. The employee is occasionally required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus.

HOW TO APPLY:

Submit a cover letter, references, and resume to bstrait@lincolnparkdistrict.com or bring to the front office at Lincoln Park District.