

POOL MANAGER

NATURE OF WORK

This is seasonal supervisory and specialized work in directing the operation of a municipal swimming pool. This class is in the Unclassified Service.

Work involves planning, organizing, and directing the daily operations of a public swimming facility to ensure a safe, clean, and enjoyable environment for patrons. Responsibilities include supervising and scheduling lifeguards and other aquatic staff, monitoring water quality enforcing safety standards, and coordinating maintenance and communicating repairs. Employees oversee aquatic programs and provides excellent customer service while addressing patron concerns. Work requires strong leadership, problem-solving, and communication skills and is performed under general supervision with considerable independence and accountability.

EXAMPLES OF WORK PERFORMED

Plans, organizes, and supervises the daily operations of the swimming pool facility.

Schedules, trains and evaluates lifeguards and other aquatic staff; ensures adequate staffing levels.

Monitors water quality and chemical levels; performs or oversees routine water testing and adjustments.

Enforces safety rules and regulations; responds to emergencies and provides first aid or CPR as needed.

Coordinates facility maintenance and repairs; ensures cleanliness and proper functioning of equipment.

Implements aquatic programs, swim lessons, and special events.

Maintains records related to attendance, incidents, maintenance, and staff performance.

Provides customer services; resolves patron complaints and inquiries professionally.

Ensures compliance with local, state, and federal health and safety standards.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES, AND SKILLS

Considerable knowledge of principles and practices of aquatic facility management and

operations.

Considerable knowledge of water chemistry, filtration systems, and pool maintenance procedures.

Considerable knowledge of lifeguarding techniques, first aid, CPR, and emergency response protocols.

Knowledge of applicable health, safety and sanitation regulations.

Knowledge of customer service principles and conflict resolution strategies.

Ability to plan, organize and supervise staff and aquatic programs effectively.

Ability to enforce safety rules and respond quickly and appropriately to emergencies.

Ability to maintain accurate records and prepare clear reports.

Ability to communicate effectively, both orally and in writing.

Ability to establish and maintain positive working relationships with staff, patrons, and the public.

Ability to work independently and exercise sound judgement in decision-making.

Skill in administering first aid.

MINIMUM QUALIFICATIONS

Graduation from high school or equivalent, and two years of experience in aquatic facility operations, lifeguarding, or related recreation work, including supervisory responsibilities.

NECESSARY SPECIAL REQUIREMENT

Must be at least 19 years of age.

Must possess or obtain a current LLCHD Pool Operator's Permit and current Red Cross CPR/AED for the Professional Rescuer.