

Pool Manager Job Description

Basic Qualifications

- Training and experience in pool/aquatics and swim lessons
- Knowledge of pool management
- Ability to schedule and supervise staff
- Desire and ability to work with staff, participants, and adults
- Ability to accept guidance and supervision
- Good Character, integrity and adaptability
- Enthusiasm, sense of humor, patience and self control
- College students or at least 19 years of age

Responsible To

- Assistant Director of Programs

General Responsibilities

- To direct and supervise Maple Street Pool.

Specific Responsibilities

- Supervise all pool staff
- Assist in staff training and orientation
- Conduct daily check of equipment for safety, cleanliness and good repair
- Oversee cleanliness of pool building, pool deck, pool bed and area surrounding the swimming pool
- Monitor pool chemical balance and filtration and report problems to Maintenance Technician.
- Handle all discipline problems which occur during pool operation
- Report any and all occurrences regarding staff, participants, parents to Assistant Director of Programs/Director
- Ensure that all policies, rules and regulation's are enforced by staff and followed by participants
- Prepare daily reports, attendance, condition of water, etc as requested
- Conduct regular staff meetings/trainings
- Evaluate current season and make suggestions for the following season
- Set an example of leadership, responsibilities, maturity as well as safety when in presence of staff and participants who view recreation staff members as role models
- Any additional duties and responsibilities as assigned or reassigned as directed by the Assistant Director of programs and Director.