

Saddleback Valley Unified
School District

Range 96
Recreation & Community Services
and Child Care Services
Exempt Salary Schedule

POOL MANAGER

DEFINITION

Under general direction, is responsible for the operation of a pool site; direct instructors, lifeguards and other pool personnel; direct pool activities, swim teams, lifesaving techniques, personnel schedules; and perform related duties as assigned.

EXAMPLES OF DUTIES

Responsible for the operation of a pool program, direct the instructors, lifeguards, and other pool personnel; direct pool activities; assist in coordinating personnel schedules; assist in planning and coordination of class schedules; check pool equipment for proper operating condition; instruct various water safety and lifesaving programs; enforce safety and facility regulations; maintain a high level of physical and mental fitness; lifeguard and patrol deck and locker rooms; maintain accurate reports of programs, participation, staffing, and inventory of equipment and supplies; protect school property and equipment; and assist with aquatic training programs.

QUALIFICATIONS

Knowledge of

Programs offered by the Recreation and Community Services Department; Recreation Division policies and procedures; aquatic facility management; water safety instruction skills and techniques; lifesaving techniques; pool and facility safety procedures; and staff direction techniques.

Ability to

Direct and assist in training aquatic personnel; conduct swimming and lifesaving classes as required; supervise total pool operation; direct staff and volunteers; apply good judgment, discretion and initiative; react appropriately in emergency situations; maintain and establish cooperative working relationships; express ideas in both written and verbal form; and understand and carry out oral and written instructions.

Certificates

Must maintain current Lifeguard Certificate; current First Aid and CPR cards.

Education

Equivalent to completion of the twelfth grade. Two years education from an accredited college with major course work in Recreation, Physical Education, or closely related field.

Experience

Three years experience in aquatics.

Physical Performance Requirements

Swimming, standing or walking much of the time with frequent bending, stooping, squatting and twisting. Ability to perform water rescues (involving swimming and assisting another individual at a distance of 50 yards) is essential. May be required to lift an adult or child out of the water onto the pool deck. The physical activities that may be performed on a daily basis include, but are not limited to, set-up and breakdown of equipment required for lessons and recreational swim.

Licenses

Possession of a valid California Driver's License, if required.

Board Approved: October 9, 1990
Revised: August 9, 1995
Revised: June 25, 1996
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