

# Pool Manager

Date Posted: 01/22/2018

Location: Marilyn Edgar Park

Openings: 2

## Position Summary:

Maintains safe swimming conditions in the pool, deck, and surround areas. Creates a safe and positive atmosphere that promotes safety and engagement in accordance with the City of Oak Ridge North policies and procedures. Responsible for ensuring public safety, enforcing pool rules, preventing accidents, overall cleanliness of the facility and applying disciplinary action for violators. Expected to perform rescues, apply necessary first aid, activate the Emergency Action Plan, and assist advanced medical personnel and notifying proper authorities during emergency situations.

## Essential Functions:

- Provides leadership and guidance to other lifeguards.
- Plans staff meetings and in service trainings.
- Helps conduct mid-season and season end staff evaluations.
- Helps develop and lead Junior Lifeguarding program.
- Works directly under the Community Program Coordinator to implement positive changes.
- Fills in for Lifeguards when necessary.
- Maintains constant surveillance of the pool area.
- Caution swimmers regarding unsafe areas.
- Rescues swimmers in danger of drowning and administers first aid.
- Maintains order in swimming areas by enforcing pool rules.
- Inspected facilities for cleanliness and to ensure they are free of hazard.
- Test water, record results, and report imbalances.
- Performs equipment checks and ensures appropriate equipment is available as needed.
- Ensures consistent enforcement of the City of Oak Ridge North rules.
- Conduct oneself in a professional manner.
- Reports any hazardous situation, then eliminates or minimizes the danger.
- Assists with performance of duties in checking in pass holders and greeting guests.
- Assists with performance of duties in the concession stand.
- Attends all staff meetings and trainings as required.

## Minimum Requirements

- Minimum age of 17 years old.
- One year prior lifeguard experience or previous head lifeguard experience
- Current Red Cross Lifeguard Certification preferred; must obtain certification within 30 days of hire.
- Current Red Cross Lifeguard Instructor Certification preferred.
- CPR, AED, and Basic First Aid certifications must be obtained within 30 days of hire.
- Ability to maintain certification level of physical and mental readiness.
- Must demonstrate lifeguard skills in accordance to standards.

Submit applications and resumes to Sarah McClure at [smcclure@oakridgenorth.com](mailto:smcclure@oakridgenorth.com) or to City of Oak Ridge North City Hall, located at 27424 Robinson Rd., Oak Ridge North, TX 77385.