

POOL SUPERVISOR

Code No: 3-15-086
Competitive

DISTINGUISHING FEATURES OF THE CLASS: This is a supervisory position responsible for the management and direction of all pool activities and pool staff. This position is also responsible for ensuring the safety and welfare of those using the facilities. The employee works under the general supervision and reports to a higher level staff member. Direct supervision is exercised over the lifeguard staff. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed).

Supervises pool activities to ensure compliance with county and state health regulations;

Serves as supervising lifeguard in accordance with county regulations;

Directs the activities of pool staff to ensure the safety and welfare of pool users;

Enforces pool rules;

Oversees the security of swimming pool areas: pool deck, office, locker rooms, storage areas, showers;

Implements a system of key control for all pool areas;

Assists with development of the master pool schedule and resolution of individual scheduling problems;

Assists in the preparation of all pool reports, pool records and inventory of all pool supplies and equipment;

Assists with distribution of pool supplies and equipment for physical education classes and athletic programs;

Supervises the collection and recording of open swim fees;

Completes accident reports and coordinates follow-up procedures;

Ensures that lifesaving equipment is available and in proper working order;

Provides first aid to pool users in accordance with pool rules, State/Federal regulations;

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of lifesaving techniques and first aid; thorough knowledge of resuscitation techniques, including cardiopulmonary resuscitation (CPR); ability to instruct and supervise the lifeguard staff; ability to give written and verbal instructions; ability to maintain order on the premises; courtesy; maturity; integrity; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma, PLUS two (2) years full-time or its part-time equivalent experience as a lifeguard.

SPECIAL REQUIREMENTS:

Applicants must be eighteen (18) years of age.

CPR Certification from a recognized certifying agency such as the Red Cross or the YMCA, acceptable to the State Health Commissioner, at time of application.

Lifeguard training certification from a recognized certifying agency such as the Red Cross or the YMCA, acceptable to the State Health Commissioner, at time of application.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS AND BOCES

Per Chapter 180 of the Laws of 2000, and by Regulations of the Commissioner of Education, to be employed in a position designated by a school district or BOCES as involving direct contact with students, a clearance for employment from the State Education Department is required.

ADOPTED: September 9, 1999