

CITY OF IRVINE

IS HIRING!

Pool Manager

\$23.28 - \$30.56 per hour

Hours: Shifts vary daily, 5 AM - 10 PM

Extended Part-time: 30-32 hours per week

Part-time: up to 19 hours per week

The City of Irvine seeks experienced and motivated individuals to coordinate and oversee aquatics programs, staffing, training, special events, and activities at the William Woollett Jr. Aquatic Center.

Your Impact:

- Plan, direct, assign and review the work of staff performing lifeguard and swim/safety instruction and aquatics facility operations. Select, train, and evaluate performance of staff.
- Conduct bi-weekly staff trainings including CPR/AED, lifeguarding and other emergency procedures.
- Coordinate CPR/AED and other health and safety trainings for all City staff and coaching personnel.
- Provide oversight of the aquatics facility and the Learn-To-Swim program.
- Oversee program registration and waitlists for Aquatics programs utilizing the CivicRec registration system. Complete and compile course records and evaluations.
- Communicate program objectives and facility services to the public.
- Act as customer service liaison to user groups, school district personnel, and City staff. Diffuse patron concerns, think independently, and problem solve with minimal supervision.
- Possess knowledge of pressure washers, starting blocks, general maintenance, and Colorado Timing equipment.
- Set up water polo/swimming equipment and prepare facility for special events, coordinate the on-site responsibilities of aquatics staff and supervise all aspects of various special events.
- Coordinate maintenance and repairs; provide supervisory staff with details regarding upcoming maintenance.

Minimum Qualifications:

- Must be at least 18 years or older.
- Two years of college level work in Recreation, Physical Education or related field and two years of experience as a Lifeguard and Water Safety Instructor.
- Current, valid certification in First Aid, CPR, Lifeguard and Water Safety Instructor must be maintained during employment.
- Ability to swim 300 yards, tread water for a minimum of five minutes, lift and/or move over 100 pounds and retrieve/lift heavy swimmers, see and hear patrons in life and or health and safety situations.

Best Fit:

- StarGuard experience is highly desired.
- Ability to work cooperatively with supervisors, staff, program participants, and facility group users.
- Strong conflict resolution, interpersonal, and communication skills.

For more information and to apply by 5 PM on October 6, scan the QR code with your smartphone or visit:

cityofirvine.org/jobs

