



Job title: Assistant Aquatics Manager
Department: Activities

FLSA Status: Exempt
Reports to: Aquatics Manager

The mission of Sandy Cove Ministries is to help people connect with God and each other in order to be transformed into the image of Christ, through His Word, His creation and community.

Position Summary: Assists the Aquatics Manager in maintaining operational pool, supervision of lifeguards, lifeguarding, meeting guest needs and cleaning to contribute to an overall facilitation of an enjoyable and safe experience for all guests at the Sandy Cove pools.

General Purpose: To provide management presence at the pool in the absence of the Aquatics Manager to ensure that guest's pool experience helps them connect with God and each other.

Role Qualifications:

- Personal relationship with Jesus Christ
- 2+ years lifeguarding experience
- Prior supervisory experience
- Current Maryland Pool Operators License
- Current lifeguard certification by a recognized certifying agency (i.e. American Red Cross, YMCA, etc.)
- Current First Aid certification by a recognized certifying agency (i.e. American Red Cross, YMCA, etc.)
- Current CPR certification by a recognized certifying agency (i.e. American Red Cross, YMCA, etc.)
- Familiarity with associated rules, regulations, equipment and facility
- Willingness to work weekdays, holidays and evenings and weekends as necessary

Essential Functions/Responsibilities:

- Assist in the supervision of lifeguards by assigning tasks for the shift, creating guard rotation, as well as assigning cleaning and maintenance tasks
- Help ensure that the pool is well maintained and ready for Health Department inspections, by checking and maintaining proper water chemistry and balance, filtration and other mechanical systems, as well as keep necessary records and documentation
- Develop friendly and courteous rapport with all pool guests to meet needs and provide overall enjoyable atmosphere
- Make announcements over loud speaker and host weekly pool related competitions
- Guard the pool as scheduled, enforcing rules without bias
- Help to ensure clean pool area by power washing decks, vacuuming pools and floors, scrubbing toilets, sinks, mirrors, showers, walls and floors. Washing windows, folding towels, organizing storage, skimming pool and picking up and taking out trash.

- Respond to issues and emergencies as trained, and document actions as required
- Become familiar with and adhere to all health and safety guidelines
- Perform all other reasonable requests made by the Aquatics Manager
- Develop sense of shared responsibilities with other Assistant Manager; in the case of shared shifts with both the Manager and other Assistant Manager; all should be aware and act in a manner that gives the guest the cleanest, safest, and best pool experience

Essential skills and experience:

- Strong analytical skills and ability to exercise good judgment
- Responsible, adaptable and flexible in dealing with last minute changes

Non Essential Skills & Experience:

- Prior lifeguarding management experience

Reporting to this position: Lifeguards

Physical demands of work environment: The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential function of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

■ *Physical demands:* While performing the duties of this job, the employee is required to stand, walk, sit, use hands, climb stairs, balance, stoop, kneel, swim, see, talk or hear. The employee must be able to lift and/or move up to 50 pounds with regularity.

■ *Work environment:* While performing the duties of this job, the employee is exposed to weather conditions prevalent at the time. The noise level in the work environment ranges from minimal to loud.

General sign-off: The employee is expected to adhere to all company policies and to act as a role model for all other Sandy Cove Ministries' employees.

I have read and understand this explanation and job description.

Employee Signature: _____ Date _____

Created: 8/1/11
Revised: 11-12-19