



## **Aquatics Supervisor (Full-Time, Salaried)**

Glenview Park District

**Contact Name:** Maggie Cunningham

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**Closing Date:**

**Salary:** \$62,844-\$75,000, DOQ

### **Description:**

**JOB OPPORTUNITY with the Glenview Park District:**

**Aquatics Supervisor (Full-Time, Salaried)**

***“Recreate” a better life with a career in the field of Parks & Recreation!***

### **JOB SUMMARY**

The Glenview Park District is proud to operate a dynamic and diverse aquatic program which includes three facilities: Splash Landings (a year-round, indoor facility), Flick Pool (summer only, outdoor facility) and Roosevelt Pool (summer only, outdoor facility). **Our Aquatics Department is built on a collaborative three-member leadership model consisting of a Manager of Aquatics and two Aquatics Supervisors who share responsibility for safety, staffing, training, and operations.**

Our aquatics department offers a wide variety of programs and activities, including swim lessons, pool rentals/parties, outdoor food concessions, birthday parties and other special events. In this fun and challenging role, you will be an important part of our aquatics team. As part of the full-time Aquatics team, this position works collaboratively on annual training, swim instructor and lifeguard certification classes, regular meetings of key part-time staff, in-services or other required/necessary trainings, facility management, lifeguarding and staffing (recruiting, training and evaluating) in support of delivering high-quality aquatic experiences for the Glenview community.

### **JOB RESPONSIBILITIES**

- Organizes and executes monthly lifeguard certification classes and weekly in-service training. Ensure all lifeguard training and operations comply with StarGuard Elite and PDRMA standards, with a strong emphasis on lifesaving skills and emergency action plans
- Meets and maintains staffing and training benchmarks required for safe facility operations
- Provide on-site supervision of aquatic staff and daily operational decision making
- Provide direct leadership, coaching, and performance feedback to aquatics staff ranging from lifeguard, attendants, admission, and part-time leadership team
- Support staff development and retention through clear expectations, consistent training, and visible leadership presence
- Provide facility management, budget preparation, and program implementation across all aquatic facilities. Recruit, hire, onboard, train and supervise the following positions: Lifeguard, Squad Leaders, Slide Attendant, Food and Beverage, and Lifeguard Coordinators

- Lead lifeguard certification courses with Aquatic Supervisor and Manager of Aquatics year-round
- Develop, organize, monitor and schedule all aspects of Aquatics Camps, including Junior Lifeguard and Junior Squad Leader programming
- Manage customer inquiries, concerns and feedback related to facility management and general aquatics inquiries
- Develop and implement special events at all three aquatic facilities

## QUALIFICATIONS

**Education:** Bachelor's Degree in Recreation, Sports Management, Physical Education, Business Administration or related field. Will consider significant and material experience in lieu of formal education; **Experience:** Previous management, recreation programming or aquatic experience preferred; **Certifications:** Must be able to acquire the following certifications: StarGuard Elite Lifeguard and Lifeguard Instructor Certifications (within three (3) months), Starfish Aquatics Institute Swim Lesson (within six (6) months); valid Illinois driver's license required along with own source of reliable transportation.

## SCHEDULING & PAY

This is a full-time, year-round position. Daily schedule will vary based on facility hours of operation and seasonal need, must be available to work nights and weekends based on program and facility needs. This position shares on-call responsibilities on a rotating basis and is expected to be on duty whenever the need exists. The anticipated hiring range for this position is \$62,844-\$75,000, commensurate with experience. The full pay range for this position is \$62,844-\$91,124.

**BENEFITS WE OFFER:** In exchange for your time and talent, we offer a generous benefit package, including:

- Medical Coverage – PPO or HMO
- Dental Coverage
- Prescription Coverage
- Vision Coverage
- Life Insurance
- Short- and Long-Term Disability (IMRF)
- Short-Term Disability Supplemental (Aflac)
- Pension/Defined Benefit Plan (IMRF)
- 457 Plan/Defined Contribution Plan
- Paid Time Off & Paid Emergency Leave
- Tuition Reimbursement
- Professional Membership Dues Reimbursement
- Public Service Loan Forgiveness
- Park District Facility Discounts and Usage Benefits

## APPLY ONLINE

Visit us at [www.GlenviewParks.org](http://www.GlenviewParks.org) – click on “Jobs” at the top of the page.

*If interested, please apply early. Recruiting and interviewing will begin immediately. The Glenview Park District is an Equal Opportunity Employer.*