

CITY OF HARRISONBURG
invites applications for the position of:

Aquatics Program Supervisor

An Equal Opportunity Employer

SALARY:

Hourly	Biweekly	Monthly	Annually
\$24.94 - \$28.68	\$1,995.20 - \$2,294.40	\$4,322.93 - \$4,971.20	\$51,875.20 - \$59,654.40

OPENING DATE: 07/18/22

CLOSING DATE: Continuous

DESCRIPTION:



Are you seeking a challenging yet rewarding opportunity in a diverse community that allows you to utilize your aquatics-related certifications? If so, consider applying for the City of Harrisonburg Parks and Recreation Department's Aquatics Program Supervisor position!

The Aquatics Program Supervisor is a full-time exempt position with a preferred hiring range of \$24.94 - \$28.68 per hour (equivalent to \$51,875 - \$59,654 annually). The ideal candidate for this leadership position will perform a variety of duties related to the development, operations, and maintenance of aquatic programs and facilities for the community while maintaining a culture of professionalism and respect at all levels. [A full list of the knowledge, skills, and abilities of the ideal candidate is available here.](#)

As the Aquatics Program Supervisor, you will:

- Provide leadership in the planning and implementation of aquatic programs by inspiring innovation and creativity of staff and providing direction in modern recreation programming and planning;
- Perform lifeguarding and instructional duties as required;
- Evaluate current practices and procedures for accomplishing department objectives to develop and implement improved service delivery;
- Perform supervisory responsibilities in accordance with City policies, procedures, and applicable laws;
- Provide support in the development and implementation of facility emergency action plans and safety, including staff training in CPR, First Aid, and Lifeguarding;
- Maintain inventory of first aid and rescue equipment and supplies, conduct daily opening, closing, and facility safety inspection checklists, replenish or replace supplies and equipment as needed, and prepare or process purchase orders for pool supplies and equipment;
- Maintain the appearance and cleanliness of aquatic facilities, including the pool, deck, storage rooms, pump rooms, and restrooms;
- Conduct water quality testing and monitor water quality to ensure compliance with established water quality standards, including adjusting chemicals as needed;
- Perform routine maintenance on filtration systems and calibrate automated controllers as needed;
- Inspect and maintain chemical feed system, pool fittings, plumbing, and hardware;
- Advise your manager of safety and repair needs and concerns immediately;
- Review and analyze reports, records, and directives and confer with the Aquatic Manager to obtain data required for planning activities, such as new commitments, status of work in progress, and problems encountered;

- Create/maintain pertinent training information, including coordinating required training of assigned staff, ensuring assigned staff completes trainings, and preparing and maintaining appropriate files and records;
- Monitor department assets, conducts facility maintenance inspections, and implements corrective courses of action regarding facility maintenance, furniture, fixtures, equipment, and more;
- Develop and ensure quality and safety standards are met;
- Open and close the operations of the facility;
- Oversee and assist with a variety of operational and maintenance duties.

Minimum Requirements:

- Undergraduate degree with coursework in parks and recreation, physical education, leisure services, education or a related field and considerable (3-5 years) experience in the supervision of recreation programs and staff, or an equivalent combination of education and experience.
- Valid driver's license.
- Availability to work a highly flexible schedule including nights, weekends and holidays.
- Possession of the following certifications within the timelines specified:
 - CPR/AED/First Aid for the Professional Rescuer* within 6 months of hire date;
 - Lifeguard* within 6 months of hire date;
 - Water Safety Instructor within 18 months of hire date;
 - NRPA Aquatic Facility Operator within 1 year of hire date;
 - Lifeguard Instructor within 1 year of hire date.
- [Click here to view the physical requirements for this position.](#)

*Prefer, but do not require, the certifying agency for the CPR/AED/First Aid for the Professional Rescuer and Lifeguard certifications through American Red Cross.

The selected candidate for this position will be subject to the following screenings and must receive satisfactory results:

- Criminal Background Investigation;
- Drug Screening; and
- DMV Driving Record Review.

This position is subject to random alcohol and controlled substances screenings due to the safety-sensitive nature of the duties.

To Apply: In order to be considered, all candidates must submit a complete City of Harrisonburg online employment application, to include previous work experience and education history. This position may close at any time after 10 calendar days. (posted 07/18/2022)

The City provides an excellent benefits package including health insurance, retirement (VRS & MissionSquare), life insurance, paid leave and holidays.

All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, national origin, disability or veteran status.

The City of Harrisonburg is an Equal Opportunity Employer.

APPLICATIONS MAY BE FILED ONLINE AT:
<https://www.harrisonburgva.gov/employment>
 OUR OFFICE IS LOCATED AT:
 409 South Main Street
 Third Floor
 Harrisonburg, VA 22801
 540.432.8920
 540.432.7796

Job #5432 - (July 2022)
 AQUATICS PROGRAM SUPERVISOR
 CM
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