

SWIMMING AREA DIRECTOR (Seasonal or Part Time)

TOMPKINS COUNTY

Department Various Municipalities

Classification Non-Competitive

Labor Grade (State CSC 10/14/70)

Approved 10/27/70

Revised _____

By HH, Comm. of Pers. and State CSC

Pending State Civil Service Comm. Approval. Approved 6/22/71 by State CSC for all towns and villages, seasonal or part-time.

GENERAL STATEMENT OF DUTIES:

Supervises the operation of a swimming area. Does related work as required.

DISTINGUISHING FEATURES OF THE CLASS:

This is supervisory work involving the safe, efficient, and economic operation of a swimming area. Work is performed under the general supervision of the Director of Recreation. Direct supervision is exercised over a staff of swimming area personnel.

EXAMPLES OF WORK:

Supervises and assists in the operation and maintenance of bathhouse, toilets, picnic grounds, pool or beach, and all swimming area equipment;
Trains and schedules lifeguards and staff for individual swimming programs;
Stands watch at pools or patrols the park waterfront, keeping bathers within bounds and in going to their aid when they are in difficulty;
Maintains order and enforces safety rules;
Keeps records of attendance at area, inventory, bathing suit rentals, cost of operations, receipt of money, payrolls, and other necessary paperwork.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of modern methods, materials and tools used in the operation of a swimming area; good knowledge of first aid, lifesaving and rescue work as applied to accidents in the water; ability to plan and direct the work of others; ability to deal effectively with the public and others and to secure their cooperation; ability to keep records and make reports; initiative; mental alertness; good judgment; good physical condition.

ACCEPTABLE TRAINING AND EXPERIENCE:

Graduation from a standard senior high school and two seasons of responsible experience in a swimming area program, or an equivalent combination of training and experience.

SPECIAL REQUIREMENT FOR ACCEPTANCE OF APPLICATIONS:

Eligibility for a Red Cross certificate in beginning swimming instruction, waterfront safety instruction, or instructor training. Possession of certificate at time of appointment.