

Summary of Duties : Plans, organizes, and directs a comprehensive aquatics program associated with public pools, beaches, and lakes in a major geographical region of the City; and does related work.

Distinguishing Features : An Aquatic Director is responsible for all aquatic activities within a geographical region. This includes supervision of personnel and of the operation of swimming pools, lakes, and beaches. An Aquatic Director is supervised by a Principal Recreation Supervisor who evaluates work in terms of the success of the aquatics program in the region.

Examples of Duties : Plans, organizes, and directs aquatics programs for swimming pools within the geographic region; supervises all aquatic personnel in the region; prepares and conducts in-service training programs for new and returning Lifeguards and Pool Managers on swimming pool operation and maintenance, programming, promotion, disciplinary control, and the techniques of swimming, diving, lifesaving, and first aid; and inspects swimming pools to assure conformance to State and City standards governing safety and sanitation.

Participates in the City-wide planning and programming of aquatic events such as pageants, water carnivals, and boys' and girls' swimming, diving, synchronized swimming and water polo competition at pools and park lakes; organizes, promotes, and coordinates a Junior Lifeguard and Lifeguard program; implements and supervises grant-funded programs; prepares and supervises small craft programs; recruits new Lifeguard candidates; investigates and attempts to resolve complaints from the public on aquatic operations; communicates with the public through local news media, service groups, and non-profit organizations; and oversees the operational and personnel budget for a geographic region.

Qualifications : A good knowledge of the principles, practices, and techniques of swimming pool operation, programming, promotion, and budgeting; of the laws and regulations governing the conduct of persons at swimming pools; of aquatics programming as it relates to a comprehensive recreational effort; and of the principles and practices of supervision. A working knowledge of swimming strokes; diving and lifesaving techniques; the hazards involved in swimming pool usage; first-aid measures; water safety requirements; the use and care of lifesaving equipment; the operation, sanitation, and maintenance requirements of recirculating-type pools; laws and regulations related to equal employment opportunities and affirmative action; City personnel rules, policies, and procedures; and services offered by other public and community agencies and organizations concerned with aquatic activities. The ability to supervise the management of a number of swimming pools and lakes and the work of a number of subordinates in various locations; to plan, organize, and conduct in-service training programs; to effectively prepare written reports and

recommendations, analyze data, and maintain accurate records; and to meet and communicate effectively with staff, subordinates, other City agencies, and the public. A general knowledge of memoranda of understanding as they apply to subordinate personnel.

Graduation from a recognized four-year college or university and the equivalent of two years of full-time paid experience as a Pool Manager.

License : A valid California driver's license is required.

Certificates : A current American Red Cross Standard First Aid Certificate issued by the American Red Cross; a current Water Safety Instructor Certificate issued by the American Red Cross or the Y.M.C.A.; and a current Cardiopulmonary Resuscitation Certificate issued by the American Red Cross are required for Aquatic Director.

Physical Requirements : Strength to perform average lifting of up to 5 pounds and occasionally up to 150 pounds when demonstrating lifesaving techniques; body agility and equilibrium, back and leg coordination, and arm, hand, and finger dexterity with both hands involved in activities such as swimming and lifesaving; good speaking and hearing ability; and good eyesight.

Persons with medical limitations may, with reasonable accommodation, be capable of performing the duties of some of the positions in this class. Such determination must be made on an individual basis in light of the person's limitations, the requirements of the position, and the appointing authority's ability to effect reasonable accommodations to the person's limitations.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties and responsibilities of any position shall be.