



Pool Manager Position

The Clinton Youth Foundation (CYF) is seeking a Pool Manager for the Jack Boynton Community Pool for the 2021 season. The manager will oversee pool operations and safety; supervise and, as needed, train staff; create staff schedules; and work with pool visitors to ensure a safe and enjoyable season. The position runs from late June to late August (with some pre-season work in late May or early June) and requires 20 – 30 hours per week. This position may be combined with the Lead Swim Instructor position.

Specific Tasks:

- Assist in hiring staff (front desk, lifeguards, head lifeguards/lifeguard managers)
- Train staff on pool rules, safety protocols, and pool maintenance and provide necessary supervision and evaluation of their work
- Update the pool safety plan and other operating documents, as needed
- Oversee maintenance of pool, bathhouse, pump, and other equipment
- Keep concessions, bathhouse supplies, first aid supplies, and other items stocked
- Serve as on-site supervisor/manager 2-3 days per week
- Meet periodically with CYF Board members throughout the swim season to identify and resolve any problems or concerns that arise during the season
- Answer questions from the public and enforce pool rules, as needed
- Arrange for and/or supervise closure of the pool at the end of the season

Desired Qualifications:

- 2-3 years' experience as a pool manager, assistant manager, lifeguard manager, or head (supervising) lifeguard
- Knowledge of and experience with pool maintenance (chlorine management, pool cleanliness, etc.)
- Prior Lifeguard training and/or current American Red Cross Lifeguard certification
- CPR, First Aid, and Water Safety training/certification
- Attention to detail, strong organizational skills, and good people skills

Salary: Starting at \$18/hour, commensurate with experience.

To apply, please submit a resume and cover letter to:

Via U.S. Mail CYF Board **OR** Via e-mail theclintonpool@gmail.com
P.O. Box 32
Clinton, NY 13323

For full consideration, submit materials by **March 31, 2021**. Applications will be accepted until position is filled.