

THERECC.CA

JOIN THE TEAM

RATH EASTLINK COMMUNITY CENTRE

AQUATICS MANAGER

FULL TIME; SALARIED, BASED ON AN AVERAGE OF 40 HRS/WEEK

Benefits package | 2 weeks' vacation | Special Leave and Holiday Pay | Full RECC Facility Family Membership

The Aquatic Manager role is primarily responsible for overseeing the daily operations of the Wilson's Aquatic Centre including all programming and staff.

The ideal candidate in this position will be creative and think "outside the box" with programming ideas and will be a strong leader. They will be a true team player working with all areas of the facility and have a passion for aquatics.

The Aquatic Manager's priority is the continued growth and success of the facility as a whole through development & facilitation of creative and innovative programs that promotes revenue generation and community awareness of the opportunities provided through the RECC.

DUTIES AND RESPONSIBILITIES (Included, but not limited to)

Aquatic:

- Will oversee daily operations of the Wilson's Aquatic Centre with support from the Aquatic Director
- Ability to develop and control the aquatic budget
- Review Daily, Weekly and Monthly aquatic department reports, providing follow up where needed.
- Oversee all programming including swimming lessons and aqua fit programming
- Ability to respond appropriately in an emergency with communication/rescue response/first aid treatment/and activation of appropriate emergency services.
- Perform continuous risk management and communicate needs or concerns to appropriate personnel.

Staff Supervision

- Will create and distribute staff schedules and complete payroll duties as needed
- Ability to schedule and facilitate staff orientations (learning sessions) for the aquatic centre
- Responsible for supervising and supporting lifeguards, ensuring procedures are followed as outlined in the NLS course criteria. Focus on developing each staff member to their maximum potential through routine evaluation, coaching, and role modeling. Providing valuable constructive feedback. Report any concerns.
- Responsible for supervising and supporting swim lesson instructors, ensuring lessons are executed as outlined in the Swim for Life Instructor course.
- Provide routine evaluation, coaching, and role modeling for lesson instructors, providing valuable and constructive feedback, and reporting any concerns to the manager.

Customer Service

- Ability to provide quality customer service to ALL members and patrons: no matter of race, religion, physical or mental barriers or any other basis of discrimination
- Must have strong communication skills to fellow staff members and patrons.

Customer Service (continued)

- Act as a team player and support others
- Ability to be flexible and adaptable as the business continues to evolve
- Create a friendly and inviting environment for all staff and patrons

Collaboration And Other Duties:

- Work with Member Experience Staff with registrations for Aquatic programming
- Work with Communications staff for promote of aquatic programming
- Work with Events staff to assist with First Aid requirements.
- Communicate with Operations staff, assist with submission of work orders for immediate Aquatic operational concerns. Follow up with direction from the Operations Department.

QUALIFICATIONS AND REQUIREMENTS

Mandatory Requirements for the Position

- Minimum 3 years' experience in a supervisory/management role
- Minimum 5 years' experience in an aquatic environment
- Experience as a certified swimming lesson instructor
- Working Knowledge of Microsoft Word, Excel, Outlook and Publisher

Mandatory Certifications

- Current National Lifeguard
- Current Swim for Life Instructor
- CPR "C" and Intermediate Workplace First Aid certification mandatory

Certifications (considered an asset to the position):

- Life Saving Instructor
- National Lifeguard Instructor
- First Aid Instructor
- Instructor Trainer
- Current Aquafit Instructor Certification
- Pool Operators Course



Current Criminal Record and Child Abuse Registry Checks are mandatory conditions for RECC employment. They must be completed and submitted before any training will begin. Wage offered is based on previous experience and level of training and/or certifications.

**COVER LETTER + RESUME SUBMISSION: DIRECT TO ►
DEADLINE TO SUBMIT: 11 PM ON JUNE 15, 2024**

CHRISTINE CCUTLER@RATHEASTLINKCC.CA

We welcome cover letters and resumes from all qualified applicants. However, only those selected for an interview will be contacted. Central NS Sport & Entertainment is an equal opportunity employer committed to diversity and inclusion in the workplace. We encourage applications from qualified individuals of all backgrounds.