

DEPARTMENT PARKS & RECREATION- SUMMER JOB OPENINGS

Note: More information can be found at www.summer.dpr.dc.gov. No phone calls please.

Program: Aquatics

LIFEGUARD

Application Deadline	Start Date(s)	Wage	Hours Per Week	Must Be Available
April 1, 2016 or until filled	May 16, 2016 and rolling dates thereafter	\$11.50/hr.	20- 40	Days, Evenings, weekends

DEFINITION:

An aquatics lifeguard protects the health and safety of swimming pool patrons. Requires the ability to interact positively as an effective member of a working team.

EXAMPLE OF DUTIES:

- Must ensure the safety of all swimmers
- Responsible for surveying the entire pool, deck and pool areas
- Enforce all pool rules and keep other pool staff alert of hideous or potential hazardous situations
- Assist in maintaining the cleanliness and quality of the pool water and carry out other duties as assigned
- Consult the aquatic manager regarding issues with any important equipment required for the rescue of a victim
- Must work well with other aquatics and site staff

MINIMUM QUALIFICATIONS/EDUCATIONS/EXPERIENCE:

- At least 16 years of age
- Must possess good leadership and decision-making skills
- Ability to work well with the public
- Must be certified in the International Lifeguard Training Program (ILTP) – Training Provided

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ASSISTANT POOL MANAGER

Application Deadline	Start Date(s)	Wage	Hours Per Week	Must Be Available
April 1, 2016 or until filled	May 16, 2016 and rolling dates thereafter	\$14.00/hr.	20- 40	Days, Evenings, weekends

DEFINITION:

The qualified applicant will carry out the daily operation of DPR swimming pools and above all, have enthusiasm for making the pool a safe and fun place for the community.

EXAMPLE OF DUTIES:

- Oversee the operations of the aquatic facility and programming under the direction of the aquatic regional supervisor
- Maintain a daily log of all events, activities, and incidents that may occur
- Supervise all site aquatic employees in the performance of their duties and enforce all rules and regulations
- Maintain proper filtration, chlorination and water clarity daily
- Plan for and execute a Safety and Emergency plan with site staff

MINIMUM QUALIFICATIONS/EDUCATIONS/EXPERIENCE:

- At least 18 years of age
- Must be certified in the International Lifeguard Training Program (ILTP) – Training Provided
- Must possess a current D.C. DOH Pool Operator’s License
- Ability to develop a Learn to Swim Program, Competitive Swimming Team, and In-service trainings

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POOL MANAGER

Application Deadline	Start Date(s)	Wage	Hours Per Week	Must Be Available
April 1, 2016 or until filled	May 16, 2016 and rolling dates thereafter	\$15.00/hr.	20- 40	Days, Evenings, weekends

DEFINITION:

The qualified applicant will perform a variety of duties in planning, scheduling, maintaining the seasonal operation of the pool, communicating with Aquatics Management, and above all, have enthusiasm for making the pool a safe and fun place for the community.

EXAMPLE OF DUTIES:

- Oversee the operations of the aquatic facility and programming under the direction of the aquatic regional supervisor
- Maintain a daily log of all events, activities, and incidents that may occur
- Supervise all site aquatic employees in the performance of their duties and enforce all rules and regulations
- Maintain proper filtration, chlorination and water clarity daily
- Plan for and execute a Safety and Emergency plan with site staff

MINIMUM QUALIFICATIONS/EDUCATIONS/EXPERIENCE:

- At least 18 years of age
- Must be certified in the International Lifeguard Training Program (ILTP) – Training Provided
- Must possess a current D.C. DOH Pool Operator’s License

- Ability to develop a Learn to Swim Program, Competitive Swimming Team, and In-service trainings

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CUSTOMER SERVICE REPRESENTATIVES

Application Deadline	Start Date(s)	Wage	Hours Per Week	Must Be Available
April 1, 2016 or until filled	May 16, 2016 and rolling dates thereafter	\$11.50/hr.	20- 40	Days, Evenings, weekends

DEFINITION:

Under the supervision of Aquatics Management, a Customer Service Representatives (CSR) provides front line customer service to patrons and staff and requires the ability to interact positively as an effective member of a working team.

EXAMPLE OF DUTIES:

- Answer telephones and inquiries regarding DPR Aquatic programs
- Attend to walk-in customers
- Perform other duties as assigned or needed

MINIMUM QUALIFICATIONS/EDUCATIONS/EXPERIENCE:

- 4 year college degree or 2 years of experience in field required
- Working knowledge of computer usage inclusive of Microsoft Office required
- Must be able to identify and solve problems in a fast paced environment
- Ability to work on a team and accept supervisory instruction
- Ability to work well with children, youth, and adults
- Excellent customer service skills

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POOL MAINTENANCE TECHNICIAN

Application Deadline	Start Date(s)	Wage	Hours Per Week	Must Be Available
April 1, 2016 or until filled	May 16, 2016 and rolling dates thereafter	\$15.00/hr.	20- 40	Days, Evenings, weekends

DEFINITION:

Under the supervision of the Aquatics Management, the Pool Maintenance Technician works in the care of equipment and upkeep of the swimming pool facilities, and other related duties as required.

EXAMPLE OF DUTIES:

- Prepare outdoor pools for summer operations
- Balance pool water in compliance with national and local standards
- Conduct inspections and report deficiencies
- Complete minor repairs to aquatic equipment
- Respond to maintenance emergencies

MINIMUM QUALIFICATIONS/EDUCATIONS/EXPERIENCE:

- HS Diploma
- Extensive knowledge of filtration systems, water chemistry, and aquatic equipment
- Must possess a current D.C. DOH Pool Operator's License and a DDOE Pesticide Permit
- Ability to drive a government vehicle

- Must be able to lift at least 50lbs

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AQUA DAY CAMP COUNSELOR

Application Deadline	Start Date(s)	Wage	Hours Per Week	Must Be Available
April 1, 2016 or until filled	May 16, 2016 and rolling dates thereafter	\$11.50/hr.	20- 40	Days, Evenings, weekends

DEFINITION:

Aqua Day Camp Counselors will instruct campers on breathing techniques, swim stroke mechanics, and water safety awareness. Advanced activities will depend on the pace of the group. The qualified candidate must have the ability to interact positively as an effective member of a working team.

EXAMPLE OF DUTIES:

- Coordinate activities throughout the day for school-aged children
- Provide structured programming with defined outcomes
- Provide in-water instruction for the Learn-To-Swim curriculum
- Communicate with parents on camp activities and child behavior
- Respond to emergencies
- Escort children on field trips as scheduled

MINIMUM QUALIFICATIONS/EDUCATIONS/EXPERIENCE:

- HS Diploma and at least two years of experience working with school-aged children
- Have basic knowledge of water safety and swimming techniques
- Certified American Red Cross Water Safety Instructor (preferred, not required)
- History of good moral character and professional ethics

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SWIM COACH

Application Deadline	Start Date(s)	Wage	Hours Per Week	Must Be Available
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DEFINITION:

The qualified applicant should have a passion for swimming who enjoys working in a fast-paced environment and will help our swim team members improve their swimming and above all, have enthusiasm for making the pool a safe and fun place for the community.

EXAMPLE OF DUTIES:

- Plans and implements effective practices
- Design a training agenda
- Provide supervision of participants
- Identify and mitigate safety risks
- Assists in recruiting participants

- Provide developmental instruction
- Provide personal and social developmental skills
- Have appropriate experience in a particular sport
- Ability to problem solve
- Good Organizational skills
- Customer Service Skills
- Show an appropriate level of technical knowledge Public Services
- Uphold Standards, policies and procedures of regulatory bodies and agency

MINIMUM QUALIFICATIONS/EDUCATIONS/EXPERIENCE:

- Years of experience – 1 – 2 years previous sports related experience
- Educational requirement – High School Diploma or GED
- Certifications requirement – Industry (Nationally recognized) by sports field or able to qualify w/in 90 days

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AREA SUPERVISOR

Application Deadline	Start Date(s)	Wage	Hours Per Week	Must Be Available
April 1, 2016 or until filled	May 16, 2016 and rolling dates thereafter	\$18.00/hr.	20- 40	Days, Evenings, weekends

DEFINITION:

Under the direct supervision of Aquatics Management, Area Managers perform professional duties in supervision of the operations of the aquatics pools through planning, coordination, scheduling, and evaluating a variety of programs specific to aquatic areas. This position is located in the Aquatics Division of the Department of Parks and Recreation (DPR).

EXAMPLE OF DUTIES:

- Supervise the safe and efficient operations of several indoor and outdoor aquatic facilities.
- Ensure compliance with agency policy, standard operating procedures, and local/federal regulations. Conduct in-service training standards and conduct safety inspections of facilities.
- Respond and provide leadership during emergencies.

- Establish staff schedules; provide program support for classes, permitted groups, and special events. Maintain lifeguarding and basic life support skills at a “test-ready” level at all times.
- Be a liaison between the Department of Health (DOH) and the Department of the Environment (DDOE) in regards to water chemistry operations.

MINIMUM QUALIFICATIONS/EDUCATIONS/EXPERIENCE:

- Must have a solid understanding of water chemistry and filtration systems, industry standards, and aquatic operations.
- International Lifeguard Training Program Certification
- Certified Pool Operator (CPO) -or- Aquatic Facility Operator (AFO)
- Must become a Certified Applicator within 30 days of hire
- Undergraduate degree from an accredited institution
- 3-5 years in aquatic management