



Community Services Department

2001 East Street Woodland, CA 95776 | Phone: (530) 661-2000 | WoodlandCSD@cityofwoodland.gov

The City of Woodland Community Services Department invites your application for

POOL MANAGER

Under the direct supervision of the Aquatic Supervisor and Aquatic Coordinator, the Pool Manager is responsible for overseeing pool activities and staff and managing the American Red Cross Learn-to-Swim Program. This position involves assigning work schedules to the staff. Some evening and weekend hours will be required. Additionally, training, pre-season preparation, and post-season evaluations will require extra time. Mandatory pre-season manager training and all staff in-service training sessions will be conducted before the season begins.

DUTIES AND RESPONSIBILITIES

Supervises activities, including, but not limited to, scheduling staff for all aquatic programming; enforces pool rules and regulations; supervises staff and participants; rescues persons in distress and renders First Aid /CPR when necessary; maintains pool records and reports, including program registration and safety reports; follows City policies and procedures; and performs other assigned duties, as required.

QUALIFICATIONS

Experience:

- At least three (3) years prior experience as a Lifeguard or Instructor, including experience in supervising and organizing pool operations.

Knowledge of:

- Supervise aquatic staff and oversee daily aquatic activities.
- Implement aquatic safety techniques and emergency protocols.
- Manage customer relations, handle money, and enforce pool policies.

Ability to:

- Demonstrate all skills required for Lifeguard Training.
- Swim proficiently and showcase various swimming techniques.

- Have experience in conflict resolution, particularly in interactions with peers in a work environment.
- Communicate clearly and effectively, both verbally and in writing.
- Collaborate with colleagues and others encountered during work.

Education and Certifications:

- High School Diploma
- American Red Cross Lifeguard Training with CPR and First Aid (or equivalent)
- American Red Cross Water Safety Instructor (or equivalent)
- Ability to obtain training in First Aid for Public Safety Personnel (Title 22 equivalent)
- American Red Cross Lifeguard Instructor Trainer certification is highly desirable

SALARY

\$21.50-\$22.50 per hour, based on experience and years of service.

APPLICATION PROCESS FOR LIFEGUARD POSITIONS

The City of Woodland's Community Services Department is accepting employment applications. The filing deadline is **Wednesday, April 2, at 4 pm**. Interviews will be conducted from March 26 through April 11, 2025.

LIMITED POSITIONS AVAILABLE.

Applications must be submitted online or to the Woodland Community & Senior Center at 2001 East Street.

All of these positions are temporary part-time. ***Temporary employees work no more than 960 hours in a Fiscal Year.***

The pay cycle is bi-weekly. No other benefits compensations are provided except for worker's compensation coverage and sick leave. Employees must contribute 1.45% of their salary to Medicare and 7.5% to a retirement plan under Federal Law.

THE ABILITY TO SPEAK AND UNDERSTAND SPANISH IS A DESIRABLE QUALIFICATION FOR ALL POSITIONS.

**The City of Woodland hires only US citizens and individuals lawfully authorized to work in the United States.
The City of Woodland is an equal-opportunity employer.**