

## SUNRISE RECREATION & PARK DISTRICT 2012 AQUATICS POSITIONS

The Sunrise Recreation & Park District is accepting applications for the 2012 Aquatics season. Please complete a District application form for EACH position for which you are interested in applying. Positions will remain open until filled. Complete job descriptions are available at the Sunrise Recreation & Park District, Rusch Park Front Office, 7801 Auburn Blvd. Citrus Heights, CA 95610.

SEE ATTACHED TESTING INFORMATION FOR ALL POSITIONS.

 **POOL MANAGER: \$12.50 - \$15.20 per hour**  **AND**  **ASST. POOL MANAGER: \$11.00 - \$13.37 per hour** 



The Sunrise Recreation and Park District is seeking experienced and responsible individuals to work under the direction of the Recreation Coordinator and Recreation Services Manager I. These positions generally maintain and operate an assigned aquatic facility. Plan, organize, supervise swimming activities at an assigned pool; schedule, train and supervises staff relative to lifeguard duties and swimming instruction; create work schedules, maintain proper sanitation of pool water; maintain cleanliness of facilities; act in capacity of, Lifeguard, or Swim Instructor when required; maintain good public relations; complete records and reports as required; responsible for the control of all activity at the pool and keeping the Recreation Coordinator and Recreation Services Manager III informed of program and pool operation. **Employment Standards:** Must be at least 18 years of age. Preferably have at least one year of experience managing and/or assisting in the management of an aquatics facility. **Certificates:** Lifeguard Training, CPR for the Professional Rescuer, EMSA First Aid (Title 22) and Water Safety Instructor Certification. Lifeguard Training Instructor certification is desirable, but not required. **Ability to:** Work with people of all ages; prepare written reports; follow written and oral instructions; swim with proficiency and endurance; perform surveillance and emergency rescue skills, maintain organization of facility and its contents; be reliable; comprehend policies and procedures.

 **LIFEGUARD I: \$8.75 - \$10.64 per hour**  **AND**  **LIFEGUARD II: \$9.50 - \$11.55 per hour** 

The Sunrise Recreation and Park District is seeking reliable and energetic individuals to work under the direction of the Pool Manager and/or the Assistant Pool Manager. These positions work to insure the safety of all pool visitors through enforcement of pool rules and regulations, first aid and water safety during public swim, swim lessons. and other aquatics activities. work with other staff to facilitate and structure swimming classes. In addition, this position **Employment Standards:** Must be at least 15 years of age. **Certificates:** Lifeguard Training, CPR for Professional Rescuer, EMSA First Aid (Title 22) certifications. Lifeguard II also requires Water Safety Instructor Certification and one season experience lifeguarding. **Ability to:** Work with people of all ages; prepare written reports; swim with proficiency and endurance; follow written and oral instructions; maintain organization of facility and its contents; be reliable; comprehend policies and procedures.

 **Assistant Swim Coach I: \$8.75 - \$10.64 per hour**  **AND**  **Assistant Swim Coach II: \$10.00 - \$12.16 per hour** 

The Sunrise Recreation and Park District is seeking reliable and energetic individuals to work under the direction of the Head Swim Coach. This positions work with a team of coaches to facilitate and structure swim team practices, meets, and events. In addition, this position work to insure the safety of all pool visitors through enforcement of pool rules and regulations, first aid and water safety during public swim, aquatics activities. **Employment Standards:** Must be at least 15 years of age. **Certificates:** Lifeguard Training, CPR for Professional Rescuer, EMSA First Aid (Title 22) certifications. Asst. Coach II also requires Water Safety Instructor Certification and one season experience coaching swim team. **Ability to:** Work with people of all ages; prepare written reports; swim with proficiency and endurance; follow written and oral instructions; maintain organization of facility and its contents; be reliable; comprehend policies and procedures.

 **CASHIER: \$8.00 - \$9.72 per hour** 

The Sunrise Recreation and Park District is seeking reliable and energetic individuals to work under the direction of the Pool Manager and/or the Assistant Pool Manager. The Cashier position collects aquatic facility fees and provides excellent customer service. This position also informs visitors of pool rules, and assists other aquatics staff in emergency situations. **Employment Standards:** Must be at least 15 years of age. **Certificates:**, CPR for the Professional Rescuer and First Aid certifications. **Ability to:** Work with people of all ages; prepare written reports; follow written and oral instructions; work with money and computers; maintain organization of facility and its contents; be reliable; comprehend policies and procedures.

**Please note: All required certifications must be completed by date of hire. Applicants who intend to take required First Aid, CPR, Lifeguarding, and/or WSI classes in spring 2012 are encouraged to submit applications now.** For all positions: On a continuous basis: work outdoors in or around water; exposed to extreme heat; know and understand assignment and observe safety rules; stand, bend, climb, swim when instructing or assisting class participants.

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## 2012 Aquatics Supplemental Testing Requirements

In addition to filling out a District application form, SRPD Aquatics positions require additional testing for employment consideration. If you have any questions regarding the supplemental questions or applicant testing requirements, please contact Becky Herz, Recreation Manager I at (916) 725-0185 or [bherz@sunriseparks.com](mailto:bherz@sunriseparks.com).

### **Pool Manager and Assistant Manager:**

Supplemental Written Questions. Please limit your responses to a maximum of one (1) typed page per question. Submit typed responses to these questions along with your District Application. Initial interviews will be scheduled for the afternoon of March 5<sup>th</sup>.

1. How would you define leadership and how will you incorporate it into your supervisory responsibilities?
2. What would you consider to be the three (3) most important aspects of managing a public swim session, and why?
3. When supervising/observing/teaching a "quality" swimming lesson program, what are the 5 most important things that you would look for, and why?

### **Pool Manager, Assistant Manager, Lifeguard I, Lifeguard II:**

These SRPD Aquatics positions will be required to attend a **New Employee Applicant Assessment scheduled for Saturday, April 7 from 1:00PM to 4:00PM at Rusch Pool**. Please understand that you must attend to be considered for employment with the Sunrise Recreation and Park District this season. The overall length of this Assessment Center will depend upon the number of applicants in attendance. We have tentatively scheduled a "make-up" Staff Assessment on Sunday, April 29 from 9:00AM to 12:00PM at Rusch Pool for those applicants who have received prior approval to miss the April 7 Assessment Center. However, we would like for ALL potential applicants to attend the April 7 Assessment Center.

The New Employee Applicant Assessment will include group interaction, a written test, a practical swim skills test, a rescue skills test and a one-on-one interview. You will be in the water during portions of this Assessment Center, so please bring a bathing suit and a towel as well as a pen/pencil and something to write on.

### **Assistant Swim Coach I and Assistant Swim Coach II:**

The Assistant Swim Coach positions will also have a specific Applicant Assessment Center. However, the date, time and location of this Center is yet to be determined. All potential Assistant Coach applicants will be notified in advance of the Assessment Center testing information.

### **Cashier:**

The Cashier positions will also have a specific Applicant Assessment Center. However, the date, time and location of this Center is yet to be determined. All potential Cashier applicants will be notified in advance of the Assessment Center testing information.

### **\*\*All Aquatic Positions:**

Please include current and/or anticipated certifications and certification dates with application, under "Other Skills and Qualifications" or as an additional attachment.

