

AQUATIC POSITION DESCRIPTIONS

The following is a general guideline for the types of positions available in the Aquatics Team.

RECREATION ASSISTANT

\$14.00 per hour

- **Lifeguard*** – Entry level position. Must be at least 15 years old. Must hold current lifeguard certification, CPR/AED and First Aid from the American Red Cross, YMCA, or other agency approved by the Montgomery County Health Department. Supervises patrons during public swim sessions. Enforces health and safety rules and regulations; ensures patron safety and administers appropriate assistance. Performs maintenance and cleaning duties. Performs other duties as assigned.
- **Swim Instructor** – Must be at least 15 years old. Must hold American Red Cross CPR/AED or equivalent. Performs related duties as required. May teach swimming and/or diving lessons to children and adults. Previous swim instruction/coaching experience or instructor internship required.
- **Cashier** – Must be at least 18 years old. Collects and accounts for all revenues. Prepares daily financial statement and bank deposits. Handles public inquiries regarding various programs and facility regulations. Must have ability to deal tactfully with public and have previous experience as a cashier or record keeper. Must have acceptable knowledge of personal computers.
- **Swim Coach** – Must be at least 18 years old. Has prior experience as an assistant coach (minimum 1-year) or former head coach or co-coach of USA Swimming or summer league team. May act as the primary coach or assistant coach of outdoor summer swim team. Must have current CPR certification. May be required to have current lifeguard training or Pool Operator's license.
- **Pool Operator** – Must be at least 18 years old. Must hold current Lifeguard, CPR/AED and First Aid certifications from the American Red Cross, YMCA, or other agency approved by the Montgomery County Health Department. Must also possess valid Montgomery County Pool Operator's License. Minimum of 3 years experience as a lifeguard. Supervises patrons, staff and pool activities. Enforces health and safety rules and regulations; and assists the Pool Managers with scheduling, training and pool operations. Performs maintenance and cleaning duties. Performs other duties as assigned.

RECREATION ASSISTANT

\$15.78 per hour

- **Senior Pool Operator/Outdoor Assistant Manager** – Minimum of 1 year of pool operating experience. Must hold current Lifeguard, CPR/AED and First Aid certification from the American Red Cross, YMCA or other agency approved by the Montgomery County Health Department. Must possess a valid Montgomery County Pool Operator's License. Manages and operates a pool facility having limited staff, schedules, programs and revenues. Supervises staff engaged in program activities; operation, maintenance and repair of equipment; and administrative work such as preparation and maintenance of records and ordering of supplies. Prepares operation, payroll and financial reports. May be an assistant manager at a large swimming pool complex.

RECREATION ASSISTANT

\$18.46 per hour

- **Outdoor Pool Manager** – Minimum 2 years of pool operating experience. Must hold current Lifeguard, CPR/AED and First Aid certifications from the American Red Cross, YMCA or other agency approved by the Montgomery County Health Department. Must possess a valid Montgomery County Pool Operator's License. Manages and operates a large swimming pool complex involving multiple pool and filter plants, large staff, numerous operation and work schedules, varied programs; responsible for receipt and accounting for admission and program fees. Supervises staff engaged in program activities; operation, maintenance and repair of equipment; and administrative work such as preparation and maintenance of records and ordering of supplies. Prepares operation, payroll and financial reports. Develops safety procedures. Performs related duties as required. Work is performed under career staff supervision.

*Training is available at all indoor aquatic facilities. Please visit activemontgomery.org for course listings. Contact any Montgomery County Recreation aquatic facility or email rec.aquatics@montgomerycountyrecreation for more information.



Employment Inquiry

Name: _____

Address: _____

Email: _____ Phone: _____

EMPLOYMENT EXPERIENCE First Job:

Please give details about your most recent employment.

Position Title: _____

Name of Company: _____

Supervisor: _____ Phone Number: _____

Duties: _____

Age Range: 14+ 18+ 21+ Positions have varying minimum hiring age.

TRAINING AND CERTIFICATION

Certifications: CPR: AED: Lifeguard Training:

Montgomery County Pool Operator's License: WSI:

Other: _____

POSITION DESIRED

Camp Counselor Camp Assistant Director Camp Director

Lifeguard Swim Instructor Pool Operator Cashier Swim Coach

Front Desk Staff Basketball Scorekeeper Teen Works Any Position

LOCATION DESIRED

East (Silver Spring, Takoma Park, Wheaton, Olney, Burtonsville)

North (Germantown, Clarksburg, Poolesville, Damascus)

West (Bethesda, Chevy Chase, Kensington, Potomac, Rockville)

AREA OF INTEREST (mark all that apply)

Aquatics Therapeutics Youth Development (Teens) Sports Recreation Centers

Camps After School Programs Special Events

Internal Use

Date Received: _____ Contacted Date: _____

Hiring Team: _____ Hiring Contact: _____