

RECREATION FACILITY SUPERVISOR

DISTINGUISHING FEATURES OF THE CLASS: This is an overseer of the functioning and use of a recreation facility that involves some supervisory and managerial duties and responsibility for enforcing the rules and regulations of the facility. The work is performed under the general direction of a recreation director or municipal administrator or official. General supervision pertaining to the use of the facility may be exercised over recreation personnel and/or lifeguards and direct supervision may be exercised over Recreation Facility Attendants and laboring personnel. Does related work as required.

TYPICAL WORK ACTIVITIES:

Directs and monitors the public in the use of a recreation facility within established guidelines;
Enforces rules and regulations;
Prepares work schedules and provides for equipment, tools and materials as may be necessary to augment programs or in routine maintenance;
Supervises work performance;
Maintains time records, fee receipt records, facility use records, accident records and related;
May participate in and/or supervise the cleaning and refilling of a swimming pool;
May perform first aid, CPR or lifesaving where required if appropriately certified to do so.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles of supervision; good knowledge of the principles and practices of safety as would apply to a public use recreation facility; good social and general intelligence; ability to practice basic first aid techniques; ability to deal effectively with others; ability to understand and carry out oral and written instructions; ability to prepare reports.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma and one (1) year of experience in the direction, leading or supervision of people, and in addition, either: two (2) years of satisfactory work experience or two (2) years of education beyond high school.

SPECIAL REQUIREMENT: A valid lifeguard certification and a current certification in American Red Cross (ARC) Basic Life Support for the Professional Rescuer CPR or equivalent is required if lifeguard duties are to be performed.