



Job Description: Park Director Hurley Recreation Association

Job Summary: The Hurley Recreation Association is seeking a Park Director for Summer 2021. The Park Director will assume responsibility to oversee all activities in and around the pool at the Hurley Rec. The position is responsible for supervising staff and members participating in pool-related activities and for the life and protection of people swimming or otherwise using the recreational facilities of the pool. The position is seasonal and requires a commitment to work from June 1st – Labor Day, in addition to mandatory staff training.

Essential Job Functions:

- Monitor pool area during operating hours
- Enforce water regulations
- Supervise lifeguards and swim instructors at the park
- Provide training in proper lifesaving, first aid, and CPR techniques
- Monitor and manage the park of the Hurley Rec including playground, softball field, tennis courts, parking lot, hiking trails, pavilions, etc.
- Create and execute weekly activity calendar
- Manage COVID related regulations.
- Submit weekly reports on staff's activities
- Provide knowledge of emergency first-aid practices and procedures
- Oversees daily housekeeping/cleaning of pool and pool area
- Provide for a fun, family friendly atmosphere.

Qualifications:

- Must be at least 21 years old and have at least two seasons of experience as a Lifeguard or Aquatics Director
- CPR and First Aid Certifications required.
- Knowledge of the principles and practices of water safety and artificial respiration sufficient to train and oversee a staff of lifeguards
- Ability to plan and supervise the work of others
- Ability to maintain simple records and accounts
- Ability to rescue swimmers in trouble and to administer proper lifesaving and first aid techniques
- Ability to operate water safety equipment



- Subject to child safety background check.

Compensation: Hourly, 40 hrs/wk

Job Type: Seasonal / Temporary

Reports to: Hurley Recreation Association Board of Directors - Personnel Director

Experience:

- Personnel management
- Recreational experience working with children
- Facilities and maintenance
- Pool maintenance
- Lifeguard: 1 year (Preferred)

License:

- CPR/First Aid Certification (Required)
- Lifeguard Management (Required)
- Lifeguard (Preferred)

Submit resume and letter of interest by April 1, 2021 to:

- hurleyrec.org
- [Google forms](#)