



## **Pool Manager – Seasonal**

*Application Deadline* – Before Noon on March 17, 2025

*Salary* – \$23.70 / Hour

### **Duties:**

This position will mostly operate from the Pool Office. The successful candidate would ideally have a background in lifeguarding/teaching, with more recent experience managing staff, scheduling, and dealing with the public, or currently be enrolled in school for recreation/sports management, teachers college, office administration (or similar). Must be confident and comfortable giving feedback to peers, have strong initiative, be organized and detail-oriented, be able to handle stressful situations, think critically, and take direction from Town Staff.

The tasks are, but not limited to:

- Responsible for day-to-day operations and maintenance of the pool; answering phones, scheduling (lessons and staffing), dealing with online and in-person bookings, ordering chemicals and supplies
- The main contact person for the Town, public and pool staff
- Assisting with mid/end-season staff evaluations
- Lifeguard duties (if certified): instruct group, and one-on-one swimming lessons, assist in lesson plans, and review report cards, as needed
- Responsible for organizing pool staff training days alongside the Deck Leads
- Required to update the online booking program to the 2025 rates and schedules.

### **Requirements:**

- 2+ years of instructor experience would be an asset
- Experience in a management position is preferred
- Valid Ontario driver's license (Class G) with a clean abstract is preferred
- Valid National Lifeguard Certification would be an asset
- Valid Swim Instructor Certification (LSI) would be an asset
- Valid Standard First Aid / CPR certification
- Valid Aquatics Manager Certificate (*available online through LSS*)
- Valid Pool Operators Certification (*or willing to take the course before starting*)
- Available from late April until the end of August (*working a varied schedule, including occasional weekends*).

**Please submit your application to the address or email below.**

We thank all applicants for their interest. Only those selected for an interview will be contacted.

The successful applicant will be required to complete a satisfactory Vulnerable Sector Check.

Jessica Wilson  
*Executive Assistant – Public Works Department*  
**Town of Plympton-Wyoming**  
546 Niagara Street, P.O. Box 250  
Wyoming, ON N0N 1T0  
[jwilson@plympton-wyoming.ca](mailto:jwilson@plympton-wyoming.ca)

*The Town of Plympton-Wyoming is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We endeavour to accommodate the needs of candidates under the Ontario Human Rights Code and the Accessibility for Ontarians with Disability Act throughout all stages of the recruitment and selection process. If contacted for an interview, please advise if you require accommodation.*

*Personal information for this position is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and is used to determine eligibility for potential employment.*