

Aquatics Manager



Reporting to the Parks and Recreation Manager, the successful applicant will be responsible for effectively managing all aspects of the Molyneux Aquatic Centre, Cromwell Swim Centre and Ranfurly Pool as well as providing advice and assistance to other community pools in the district.

As the Manager you will be leading and managing aquatic facilities with the facility Team Leaders as well as a current team of lifeguards and learn to swim teachers. This is a hands-on, varied position, responsible for the day-to-day running of the facilities including all aspects of operations.

In this full-time position, you will be required to oversee and manage all operations of the aquatic facility, continue to build a successful learn to swim programme and increase participation numbers for the pools. You will be required to provide leadership and direction to all staff to ensure these areas are maintained at the highest possible standard and to ensure the highest level of customer service to our customers.

The Manager's role requires the administration and management of a range of responsibilities. These include: staff management, programme management, financial management, planning and ongoing administrative requirements as well as managing pool and plant operations to ensure safe operation and usage of all aquatics facilities.

You are required to adopt a hands-on pool supervision role and we expect you to show initiative and be innovative in your management areas.

The applicant will also require excellent project and staff management skills.

Key responsibilities of the position include:

- Financial Management (budgeting, financial reporting and cash control)
- Provide a strategic overview and direction of the aquatic facilities
- Engage with the local community to increase participation at the facilities
- Manage, train, develop and evaluate all staff in aquatic operations
- Develop and implement programme evaluation systems for aquatic programmes
- Pool plant operations
- Hiring, rostering and training staff
- Comply with legislative and organisational requirements relating to: Health and Safety and Pool Operation

Details of the job description can be obtained from council's website www.codc.govt.nz under Vacancies.

All applications should include a cover letter, CV and address the key selection criteria. Make sure your cover letter is specific about your experience and what you are looking for now.

Applications should be addressed to Tracye Stedman, Manager Human Resources, Central Otago District Council, PO Box 122, Alexandra 9340 and sent via email to Tracye at tas@codc.govt.nz.

Applications close Friday, 22 March 2019 at 12 noon.