

Job Title: General Manager - Community City-Owned Pool

Location: Reinbeck, IA

Job Type: Full-Time-Seasonal

Reports To: Park Board & City Manager

Position Overview:

The General Manager of the Reinbeck Aquatic Center will oversee the day-to-day operations of the municipal pool facility. This position is responsible for managing all aspects of the pool's operations, ensuring a safe, enjoyable environment for all guests, and upholding the city's standards of service and safety. The General Manager will work closely with the Parks and Recreation Department and community stakeholders to ensure the pool is accessible, well-maintained, and operated efficiently.

Key Responsibilities:

- Oversee the daily operations of the pool, including opening and closing procedures, water quality, and ensuring proper staffing levels.
- Manage staff, including lifeguards, and maintenance personnel. Responsible for assisting in hiring, training, scheduling, and conducting performance evaluations.
- Develop and implement safety protocols and procedures, including emergency response plans, staff certifications, and ensuring compliance with local health and safety regulations.
- Adhere to the pool's budget, including expense tracking, ordering supplies, and ensuring efficient use of resources.
- Develop and manage pool programming, including swim lessons, recreational swim times, and special events for the community.
- Monitor and maintain the cleanliness and condition of the pool facility, equipment, and surrounding areas.
- Serve as the point of contact for public inquiries, handle customer service issues, and address concerns or complaints promptly and professionally.
- Work with Park Board officials to propose and implement upgrades or improvements to the facility.
- Organize and manage seasonal activities, promotions, and community outreach efforts to increase pool attendance and community engagement.
- Maintain accurate records related to pool operations, staffing, finances, and safety.

Qualifications:

- High school diploma or equivalent (required)
- Previous experience in pool management, recreational facility management, or customer service (preferred).
- Knowledge of pool operations, water safety, and facility maintenance.
- Strong leadership and team management skills.
- Excellent communication and customer service skills.

- Certification in Lifeguarding, CPR, and First Aid (required); additional certifications in pool operations or management (Preferred).
- Ability to work flexible hours, including evenings, weekends, and holidays during peak season.
- Passion for promoting community engagement and recreation.

Physical Requirements:

- Ability to stand, walk, and perform tasks for extended periods.
- Ability to lift up to 50 pounds.
- Ability to work outdoors in various weather conditions and perform physical tasks as required for pool maintenance.
- Ability to perform physical tasks such as cleaning, minor pool maintenance, and emergency response.