



Aquatics Manager

Lemont Park District

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Closing Date:

Salary: \$58,656 - \$63,500

Description:

Job Summary:

The Aquatics Manager serves as the primary leader responsible for planning, developing, and delivering high-quality aquatic programs and services at the CORE Aquatics Center and Centennial Outdoor Pool. This experienced role oversees all aspects of aquatics operations, including program development, safety and risk management, budgeting, resource allocation, and long-term planning. The Manager ensures both the year-round indoor pool and seasonal outdoor pool operate safely, efficiently, and in compliance with all regulations, while fostering a positive customer experience. This position plays a key role in establishing departmental goals, enhancing staff training practices, and expanding community engagement through innovative, inclusive, and well-run aquatic offerings.

Essential Job Functions and Responsibilities:

- Manage, maintain, and promote district-wide Aquatics programs, including swim lessons, swim team, special events, parties, and rentals.
- Design engaging aquatic programs and events.
- Develop and enforce safety protocols.
- Maintain facility cleanliness and equipment.
- Work closely with the Risk Manager to maintain a safe pool environment.
- Develop knowledge of emergency procedures, equipment, and action plans.
- Work collaboratively with the Marketing Department to update brochures and press releases.
- Promote all assigned programs efficiently and effectively.
- Prepare the budget for areas of program responsibility.
- Execute and maintain operations within the confines of the approved budget allotment.
- Continually monitor and evaluate expenses and revenue.
- Serves at the Districts CPR Instructor.
- Manage staff in service and CPR portal.
- Utilize recreation and financial software programs.
- Hire, train, schedule, supervise, and evaluate assigned program staff.
- Responsible for setting and achieving goals and objectives on time.
- Attend professional conferences and workshops.

- Perform other duties as assigned.

Job Qualifications:

- Bachelor's Degree in Parks and Recreation, Exercise Science, Sports Management, or a related field preferred.
- Minimum of 2+ years of experience in aquatics operations, aquatic programming, or a related supervisory role.
- Proficiency in Microsoft Word and Excel; experience with RecTrac or other recreation management software preferred.
- Ability to obtain Lifeguard Instructor certification through StarGuard within 90 days of hire.
- Valid Illinois Driver's License required.
- CPO or AFO certification preferred, or ability to obtain within one year of employment.
- CPR/AED/First Aid certification required within 90 days of hire.

Work Environment:

The position requires standing, walking, sitting, talking, hearing, and seeing; flexibility in work schedule which includes days, nights, and weekends; is subject to inside and outside environmental conditions which may include varying weather conditions, and is subject to chlorinated water.

Benefits Offered: In exchange for your time and talent, we offer a generous benefit package.

- Medical & Prescription Coverage
- Dental & Vision Coverage
- Life Insurance (basic & voluntary)
- PATH Wellness Program
- EAP Employee Assistance Program
- Pension Defined Benefit Plan (IMRF)
- 457 Defined Contribution Plan
- Vacation and Sick Time
- Paid Holidays (as defined in our Policy Manual)
- Tuition Reimbursement
- Facility Discounts & Usage Benefits