



Assistant General Manager

Goldfish Swim School Park Ridge

Contact Name: Megan Sklade

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Contact Phone: 224-585-3891

Closing Date:

Salary: \$45,000-\$55,000

Description:

Are you looking for a great gig where the work is actually fun? Do you want to work somewhere you can get real job experience and make a difference? Check out Goldfish Swim School! We're a rapidly growing, award winning franchise that is not your typical company! We change lives. We help children reach their goals. We wear flip flops. We work in a 90-degree pool. We love our employees and reward hard work with shout awards, gift cards and fun social events! We are looking for a leader who wants to make a difference in the community and help to develop our team with the help of our General Manager.

Benefits:

- Leadership roles
- Flexible hours
- Great pay
- Valuable work experience
- Increased social opportunities
- Future references/referrals
- Requirements:
- Passionate about children and making a difference in the community
- Excellent interpersonal communication and organizational skills
- Must be kind, compassionate and trustworthy
- Must pass background examinations (included with training)
- Familiar with the area
- Must be willing to become certified as a lifeguard instructor and hold certification courses quarterly for our team.

Summary: We are looking for a leader who wants to make a difference in the community and help to develop our team with the help of our General Manager. This manager will oversee the quality and success of Goldfish Swim School daily operations including (but not limited to) staffing, pool operations, customer service, sales and retention of customers.

Duties and Responsibilities:

- Directs and controls the daily operations to ensure the school is running according to GSS standard operating procedures.

- Proficient in all roles at the swim school for training and subbing purposes.
- Assists the General Manager with needed daily tasks.
- Manages the staff of GSS to ensure high productivity, excellent performance and positive employee satisfaction.
- Engages with staff daily, making an effort to get to know everyone individually in order to help teach, guide and develop them in specific areas.
- Trains and oversees aquatics department to provide superior swim instruction to the students of GSS. Interacts with Deck Supervisors and Golden Teachers on issues related to class scheduling, student progress, customer service and employee performance and training. Runs monthly workshops with staff to improve lesson quality.
- Trains and oversees private party staff to ensure that the GSS standard operating procedures are being maintained.
- Provides sales and marketing training to all qualified sales staff.
- Gains knowledge and experience in various software platforms we use to achieve a high level of competence in bookings, class scheduling, reporting and administrative functions.
- Gains a high level of knowledge and experience in the GSS pump room to maintain a safe and sanitary swim environment.
- Initiates and oversees workplace employee activities (“Fun” Department) with the goal of achieving improved employee satisfaction.
- Directs and oversees the implementation of the Emergency Action Plan and all safety procedures that pertain to the GSS facility and trains all current staff on the GSS EAP.
- Maintains current certifications and stays up-to-date professionally on the aquatics and management field.
- Fulfills other duties and responsibilities as assigned by the Employer.

Education/Experience: Bachelor’s degree or higher preferred. Experience as a certified lifeguard, youth sports instructor/coach, camp counselor and/or childcare provider required. Two or more years of management experience is preferred. Two or more years as a swimming instructor is preferred. Certificates and Licenses: Lifeguard, CPR/AED and First Aid certification. Certifications will be provided to you upon hire if needed.

Work Environment: While performing this job, the employee is regularly exposed to heat and humidity. Noise level is usually moderate.