

<b>Job Title</b>	Assistant Swimming Pool Manager Full-time (39 hours)
<b>Post Duration</b>	2 year – Fixed term
<b>Reports To</b>	Pool Manager & Operations Manager
<b>Closing Date</b>	15/08/2024
<b>Remuneration</b>	Competitive -DOE and Qualifications

All applications to be emailed to [recruitment.sportandfitness@ucd.ie](mailto:recruitment.sportandfitness@ucd.ie) with an appropriate cover letter and CV.

### **Position Summary**

UCD Campus Sport and Leisure Limited are seeking to recruit a suitably qualified Assistant Pool Manager to ensure the efficient and safe operation and management of the Pool areas including the Tepidarium, changing areas, wet classroom and plant room.

This is a 39 hours per week contract on a flexible 7 day work pattern.

Under general supervision of the Pool Manager, the successful candidates will be responsible for ensuring that all facilities are operated in accordance with all NOP's, EAP's and facility rules to ensure that an excellent standard and high level of customer satisfaction is maintained.

### **Principal Duties and Responsibilities**

- The Assistant Pool Manager has overall responsibility to assist the Pool Manager and be the lead manager when the Pool manager is not on duty with the safety of the pool as well as managerial, administrative, facility, aquatic, communication and leadership duties.
- Enforcing policies and procedures, which ensure efficient and effective operation of pool facilities.
- Responsible for management, training and evaluating of lifeguard staff and deck supervisors. This includes, but not limited to, hiring, induction training, ongoing staff training, staff evaluations and upskilling of staff in customer service, rescue skills and best practices.
- Responsible for maintaining all relevant staff qualifications and attending/delivering training sessions as part of normal working arrangements.
- Duties involve oversight of all pool operations, including first aid, rotations and scheduling of lifeguard staff.

- Responsible for the day-to-day operation and inspection of Pool Plant Equipment (Water Quality, Chemical Dosing and water Filtration)
- Co-ordinating the maintenance of all equipment and ensuring comprehensive maintenance and health and safety records are maintained.
- Liaising with Pool Manager in the delivery of the company's learn to swim programme and facilitating ad-hoc bookings.
- Co-ordinating with Duty managers to ensure that the facility is operated to an excellent standard.
- Promote the facility effectively, liaise with members and contribute positively to providing a high level of customer service.
- Be flexible regarding timetable and company demands (weekend & evening availability may be required).
- Perform other related duties as assigned by management.

#### **Selection Criteria**

##### **Mandatory**

- Ability to manage staff, foster teamwork, delegate effectively, supervise tasks and motivate staff
- Pool Plant Operators qualification
- Royal lifesaving society (or equivalent)- Qualified trainer/Assessor for pool lifeguarding
- Pool lifeguard qualification (IWS / RLSS )
- Full Swim Teachers certificate
- First Aid – Qualification
- Fluent English
- Child safeguarding certificate

##### **Desirable**

- Third level or higher qualification in leisure management industry or similar
- Manual Handling certificate
- Previous experience in similar role and environment
- Knowledge of National quality standards formally white flag (Ireland active)

#### **Further Information for Candidates**

##### **Informal Enquiries**

Name:	Steven Davitt
Title:	Pool Manager
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## **About the Company**

UCD Campus Sport and Leisure Limited is a wholly owned subsidiary company of University College Dublin, National University of Ireland, Dublin. Trading as UCD Sport & Fitness, the company operates the UCD Student Centre(s) on the UCD Campus in Belfield. The Student Centre(s) are purpose built student facilities consisting of a 50 Metre Olympic Pool, Gymnasium, Meeting Rooms, Cinema, Debating Chamber, Theatre, Health Centre, Student Bar, Pharmacy, Large Event Hall, Cafes, Newsagent and numerous meeting rooms. The company is primarily focussed on the student market whilst maintaining a strong commercial element. For further information please see the links below:

<http://www.ucd.ie/studentcentre/>

<http://www.ucd.ie/sportandfitness/>