

DATE:

11/16/23

AGENDA ITEM (ACTION ITEM):

Consider/Approve the creation of the job description of "Pool/Aquatics Assistant",

APPLICABLE BOARD POLICY:

01.11 General Powers and Duties of the Board; 03.233 "Duties": Job Description

HISTORY/BACKGROUND:

The proposed creation of the "Pool/Aquatics Assistant" job description aligns with the re-opening of the District Aquatics Center and the increased facility use requests received as a result of the new facility. The intent of this position is to support the Pool/Aquatics Coordinator during times of peak pool demand, such as swim/dive season and community use events. The position's schedule and pay would be on an hourly basis dependent upon use and needs of the aquatics center as determined by the District's Pool/Aquatics Coordinator.

FISCAL/BUDGETARY IMPACT:

No financial impact by creating the job description.

RECOMMENDATION:

Approval to create the job description of "Pool/Aquatics Assistant",


CONTACT PERSON:

Malina Owens, Assistant Superintendent

Principal/Administrator



District Administrator



Superintendent

*Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.
Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.*

Kenton County School District
Job Description: Pool/Aquatics Assistant
Job Class Number: CLAS ????

TITLE: Pool/Aquatics Assistant

QUALIFICATIONS:

1. Minimum age of 18 years or older
2. Holds current YMCA or American Red Cross Lifeguard certification
3. Holds current CPR, First Aid, and AED certification
4. Knowledge of pool maintenance preferred

REPORTS TO: Pool/Aquatics Coordinator, or designee

SUPERVISES: N/A

JOB GOAL: To provide all aquatics center participants with a safe, organized, and inviting environment while promoting a wide range of aquatic activities.

PERFORMANCE RESPONSIBILITIES:

1. Provide ongoing daily maintenance of the pool, pumps, filters, and water chemistry, as per health department and manufacturer's specifications, and as instructed by the Aquatics Coordinator
2. Assist with the administration and coordination of schedules for aquatics activities
3. Assist with promoting pool usage by outside groups and providing information to community and business members about the use of the pool
4. Supervise pool usage and ensure all safety and District protocol(s) are followed by all pool users
5. Establish and maintain cooperative and effective working relationships with others
6. Maintain regular attendance during scheduled shifts
7. Perform other duties as assigned by the Aquatics Coordinator, or designee

TERMS OF EMPLOYMENT:

- Days per fiscal year: Varies
- Hours per week: Varies
- Work schedule: Determined by supervisor/designee
- Salary Schedule: Pool/Aquatics Coordinator on Supplemental Salary Schedule
- Fair Labor Standards Act (FLSA) Status: Non-Exempt

PHYSICAL REQUIREMENTS:

- Exposure to wet and humid conditions as well as toxic or caustic chemicals such as chlorine, Muriatic acid, hydrochloric acid, soda ash, and testing reagents, which require following basic safety precautions
- Lift floor to table up to 50 pounds/lift table to chest up to 50 pounds/lift overhead up to 15 pounds
- Carry, push, and/or pull up to 50 pounds
- Climb ladders up to 20 rungs
- Climb up to 50 steps up/down
- Prolonged periods of standing

EVALUATION:

Performance of the position will be evaluated by the Pool/Aquatics Coordinator or designee

APPROVED: ??/??/???? - DRAFT