

BEACH DIRECTOR

DISTINGUISHING FEATURES OF THE CLASS:

This position is responsible for planning, organizing and running all assigned beach programs and activities and is responsible for all aspects of health and safety at the beach. The position reports to the Recreation Director. The incumbent will be responsible for supervising all staff and participating in activities. The position differs from Lifeguard by the addition of record keeping and supervisory responsibilities.

TYPICAL WORK ACTIVITIES:

The following is indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all inclusive and does not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Oversees bathing area during operating hours;
2. Enforces waterfront regulations;
3. Supervises lifeguards and recreation assistants at the beach;
4. Submits bi-weekly payroll reports;
5. Leads and participates in beach cleaning;
6. Recruits and selects beach staff and lifeguards;
7. Organizes and runs training for the beach staff and lifeguards;
8. Motivates and supervises beach staff and lifeguards;
9. Develops programs;
10. Maintains and files necessary records and paperwork;
11. Maintains contact with the Department of Health to assure water quality meets standards;
12. Performs related duties as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Knowledge of the principles and practices of leisure recreation needed to plan and implement leisure-time recreational programs, knowledge of fundamental recreational techniques and common practices needed to organize and conduct recreational activities, ability to work with people of different age groups and backgrounds, ability to follow detailed oral and written instructions, ability to oversee a staff of recreational assistants and lifeguards; ability to plan and supervise the work of others; ability to maintain records; ability to function well under stress; personal characteristics necessary to perform the duties of the position; physical condition to commensurate with the demands of the position.

