



Clearfield, City of (UT)
Aquatics Supervisor-Operations

SALARY	\$27.14 - \$44.86 Hourly	LOCATION	Aquatic Center, 825 S State, Clearfield City, UT
JOB TYPE	Full-Time (FT)	JOB NUMBER	062026-729
DEPARTMENT	Community Services/Aquatic Center	OPENING DATE	06/22/2026
CLOSING DATE	7/6/2026 11:55 PM Mountain		

General Purpose

Typical hiring salary for this position ranges from \$27.14 to \$29.86 per hour, depending on experience.

GENERAL PURPOSE

Performs a variety of **general administrative and first-line supervisory** duties as needed to organize and coordinate the day-to-day maintenance, operations and aquatics services of the Clearfield Aquatic and Fitness Center.

SUPERVISION RECEIVED

Works under the general supervision of the Aquatic and Fitness Center Manager.

SUPERVISION EXERCISED

Provides close to general supervision to Aquatic Safety Support Staff (Head Lifeguards and Lifeguards) and Aquatic Program Specialists.

Examples of Duties

Supervises the operations and staffing in the pool area of the center. Coordinate facility staffing and safety for programs, open swim, fitness classes, and events.

Identify and implement pool safety standards in guarding and rotations. Follow an accredited program to ensure the safety of patrons and staff. Conduct safety audits to ensure the protocols are being followed.

Ensure national and state health codes are upheld for safety and sanitation: maintain water quality, chemical balances, filtration systems, and assure overall quality of pool maintenance.

Recommends and implements facility policies and procedures related to patron use, fees, safety, etc.; implements management control plans as needed to minimize risk and liability; monitors compliance.

Participate in the hiring process; including recruiting, marketing, reviewing applications, interviewing, and training staff.

Approve and submit timesheets, create work schedules, conduct regular informative or training meetings, and hold required.

Monitor and evaluate employee performance and make recommendations affecting job retention, advancement and discipline.

Provides training to new lifeguards and maintains a regular training schedule, (monthly in-services) for aquatic safety support staff.

Assist in planning, developing and implementing year-round aquatic program services; create schedules for leisure swimming, lap swimming, family activities, clubs, school activities, special events, swimming instruction, water aerobics and competitive teams.

Assist Center Support Staff with duties, registration, membership sales, balancing till, reporting, customer service, phone calls, concession stand, etc.

Assist in staffing and implementing large facility or city events; including, Boonanza, Egg Dive, and swimming meets.

Develop reports as needed to inform city management staff of facility status and accomplishments.

Maintain proper inventory of office and operation supplies (ie. first aid, water quality control, custodial equipment, etc).

Maintain record of income and expenditures for operational supplies and equipment used in pool areas.

Assist in preparation of the annual budget by making recommendations and monitoring expenditures.

Provide emergency care when needed including CPR, Rescue breathing, and First Aid, Perform as a lifeguard, staff trainer instructor, MOD; provides personal instruction to patrons through hired personnel. Responsible for holding lifeguard and CPR courses and keeping current staff up to date on certifications.

Performs related duties as required.

Minimum Qualifications

Education and Experience:

1. Bachelor's degree in Recreation Management, Physical Education, or a closely related field;

AND

2. One to two (1-2) years of recreation programming, physical education teaching, certified swimming instruction, coaching, or related experience; of which, one (1) year of experience in the management of an aquatics facility is preferred.

OR

3. An equivalent combination of education and experience that provides equivalent knowledge, skills, and abilities.

Special Qualifications:

Must possess American Red Cross certifications in Lifeguard Instructor (LGI) , CPR/AED, and First Aid.

Must be a Certified Lifeguard Instructor Trainer (LGI-T) with in one year of hire.

Must be a Certified Pool Operator (CPO) or Aquatic Facility Operator (AFO) or be able to obtain certification within six months of hire.

May be required to possess USA Swimming Administrative Official certification within one year of hire.

Must be willing to work evenings, weekends, and holidays.

Additional Qualifications/Information

Essential Functions, Knowledge, Skills, and Abilities:

Working knowledge of the philosophy and objectives of community recreation programming; the rules and regulations of a variety of aquatics and recreational activities; equipment, facilities, operations and techniques used in a comprehensive community recreation program; modern office management practices and procedures; basic budgeting, cash handling, and financial recordkeeping; state and federal regulations governing facility and pool operations; aquatics structures; water filtration systems; chemical handling; public health standards related to facility and pool operations; some knowledge of basic office equipment.

Ability to develop, organize, and implement various aquatic programs; establish and maintain effective working relationships with employees, youth, other organizations, and the public; and communicate effectively, both verbally and in writing.

Work Environment:

Work is performed in both office and aquatic facility environments, with exposure to humidity, wet surfaces, pool chemicals, varying noise levels, and other recreation-related conditions. Duties may require walking, standing, bending, reaching, sitting, talking, hearing, seeing, and occasional lifting. The position requires regular communication, attention to detail, sound judgment, critical thinking, problem-solving, and the ability to respond appropriately in dynamic situations. Occasional travel may be required in the normal course of duties.

Clearfield City is an Equal Opportunity Employer.

*As of 07/2025

Employer

Clearfield, City of (UT)

Address

55 South State Street

Clearfield, Utah, 84015

Phone

801-525-2740

Website

<https://clearfield.city/job-openings/>

Aquatics Supervisor-Operations Supplemental Questionnaire

*QUESTION 1

How many years of experience do you have in the management of aquatic personnel?

QUESTION 2

Are you Red Cross certified in CPR/AED, Coaches Safety Training, or ARC Lifeguard Training?

*QUESTION 3

Do you have a valid American Red Cross Water Safety Instructor certification?

- Yes
 No

*QUESTION 4

Are you a Certified Pool Operator?

- Yes
- No

*QUESTION 5

Do you have a valid Davis County Licensed Pool Operations (LPO) certification?

- Yes
- No

QUESTION 6

Certifications must be provided. Have you uploaded a copy of all of your certifications? Certifications must be unexpired to be valid.

- Yes
- No

*QUESTION 7

Are you able and willing to work evenings, holidays, and weekends?

- Yes
- No

* Required Question