



Clearfield, City of (UT)
Aquatics Supervisor- Programs

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

Supervise and coordinate competitive and recreational aquatic facilities to include safety, sanitation, and maintenance of all aquatic spaces, related physical and mechanical pool filtration systems and competitive timing and scoring equipment.

Identify standards and coordinate with facilities and facilities maintenance personnel to ensure proper operation and maintenance of all aquatic facilities to meet or exceed state health regulations and national standards.

Monitors facility operations to assure compliance with state and federal operations and safety guidelines; assures proper training of personnel; recommends and implements risk management control plans; monitors facility safety practices; monitors pool Water quality and chemical balances through sampling and testing; assures 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.

Participates in the hiring process; monitors and evaluates employee performance; prepares work schedules; assists in the development of worker skills by performing on-the-job training; conducts regular meetings; coordinates participation in off-site training as needed to assure technical competency of instructors; makes recommendations affecting job retention, advancement, and discipline. Records work hours, submits timesheets and distributes payroll.

Assists in the preparation of annual budget recommendations related to general facility maintenance and aquatic programming and personnel needs; monitors department expenditures to assure conformance to established fiscal program. Develops and prepares reports as needed to apprise city management of facility status and accomplishments; manages daily revenues and prepares deposits.

Plans, develops and implements year-round swimming and recreation facility programs and services; establishes family activities, and swim teams; creates schedules for swimming instruction for all age groups; develops services and programs to assist community groups, schools, etc.; teach and implement safety courses and programs for the community and for the City of Clearfield.

Plan, develop, and manage facility events including swim meets and recreational and fitness activities, and coordinate with city-wide events including recruiting sponsorships, and food service delivery.

Maintains record of all income and expenditures for aquatic instruction, programs and special events; records work hours, submits time sheets and distributes payroll; develops and prepares reports as needed to apprise city management of facility status and accomplishments.

Provides emergency care when needed including CPR, rescue breathing, and first aid.

Performs as a Lifeguard, Swim Instructor, Swim Coach, Manager On Duty (MOD), Customer Service Specialist, and Head Lifeguard, and leads any safety training; provides personal instruction to patrons and through hired personnel.

Directs and performs general upkeep and custodial duties; cleans facility floors, mops, sweeps, vacuums, polishes, etc.; cleans pool decks; monitors water temperatures and chemical balances, takes water samples; may make minor equipment adjustments to ensure proper temperature and chemical standards. Maintains proper inventory of office and operation supplies (ie. first aid, water quality control, custodial, equipment, etc.).

Minimum Qualifications

Education and Experience:

1. Graduation from college with a bachelor's degree in Recreation Management, Physical Education or closely related field;

AND

1. 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 preferred;

OR

1. An equivalent combination of education and experience.

Special Qualifications:

- Must possess American Red Cross certifications in Water Safety Instruction, basic Lifeguard training on top of Lifeguard Instructor training, CPR/AED and First Aid
- Must be a Certified Lifeguard Instructor Trainer within one year of hire
- Must be a Certified Pool Operator CPO, and a Davis County Licensed Pool Operation (LPO), or be able to obtain certifications within six months of hire.
- Must obtain 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- Programs Supplemental Questionnaire

*QUESTION 1

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

*QUESTION 2

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

- Yes
- No

*QUESTION 3

Do you have a valid American Red Cross Waterpark Lifeguard/CPR for the Professional Rescuer/Oxygen Administration Instruction certification?

- Yes
- No

QUESTION 4

Are you currently certified as a Certified Pool Operator (CPO)?

- Yes
- No

*QUESTION 5

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

- Yes
- No

*QUESTION 6

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

- Yes
- No

QUESTION 7

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

- Yes
- No

* Required Question