

**Director of Beach & Pool Operations**

**About the Club**

Founded in 1925, the Larchmont Shore Club (LSC) is a home away from home for more than 500 member families who enjoy a broad array of activities across the Club’s seven acres. Amenities include multiple indoor and outdoor dining outlets, beach and pool activities, a 4-lane bowling alley, a fishing dock, five Har-Tru tennis courts, and children’s summer activities including summer camp and sailing. The Club also has six renovated guest rooms that are actively used by the members and their out-of-town guests. Located in Westchester County, Larchmont is an affluent village in the town of Mamaroneck and is approximately 18 miles from NYC.

**Position Overview**

As the Beach and Pool Director of LSC, you a directly responsible for the day-to-day operations of the Beach and Pool, including the safe and effective use of chemicals, hiring, training and supervision of lifeguards and beach attendants, can work flexible hours, ensure a safe and clean environment and is driven to create memorable experiences for our members and their guests. This is a seasonal position and reports directly to the General Manager.

**Qualifications**

* Experience in operating and maintaining of swimming pools including the equipment
* Minimum 3 to 5 years of experience in a similar capacity, preferable in a private club environment
* First Aid, CPO and CPR certifications are a must
* Thoroughly understand local and state regulations regarding pool and beach safety and inspections
* Excellent verbal communication skills in order to interact with our membership and their guests, staff and management
* Experience in hiring lifeguards for both beach and pool
* Team oriented, approachable, and engaging personality

**Core Competencies and Expectations**

* Hires, trains, schedules, supervises, and evaluates lifeguard staff and beach attendants.
* Instill attention to safety with lifeguard staff as well as with pool members and guests with the focus of safety first and fun second.
* Daily inspections and maintain the cleanliness of the pool & beach throughout the day.
* Administer First Aid, CPR, emergency, and other safety procedures, as required.
* Oversee daily maintenance of the pool and the equipment.
* Communicate with the General Manager and Pool Committee regarding safety, staff, facility/maintenance, and member issues/concerns.
* Attend and participate in staff meetings, trainings, and orientations.
* Formulates weekly work schedules and rotation schedules for all pool and beach employees.
* Maintains proper chemical balance in pools and check equipment daily.
* Maintains correct payroll records.
* Assists in pool opening and closing at the beginning and end of season.
* Provides aquatics-related information for LSC’s Sound Waves.
* Directs and verify the taking of inventories for chemicals and supplies.
* Perform other appropriate tasks assigned by the General Manager.

**Salary**

A competitive salary will be offered based on experience and qualifications.

To be considered for this great opportunity, please send a compelling cover letter outlining your qualifications, experience and why Larchmont Shore Club would be a great fit for you along with your resume to bvanhulle@larchmontshoreclub.org.

The position is available immediately.