

## **Strawberry Community**

Strawberry is an unincorporated waterfront community in Marin County, CA and home to nearly 5000 people. Located on San Francisco Bay between the towns of Mill Valley and Tiburon, it is approximately 10 miles north of San Francisco.

## **Strawberry Recreation District**

The Strawberry Recreation District, an independent government agency, is responsible for operating and maintaining athletic facilities and parks. These include: Recreation Center, Tennis Courts (4), Swimming Pool and Spa, Playing Fields, Parks, Public dock, and Public Paths.

The Recreation District is managed by a District Manager who reports to an elected 5-member Board of Directors. Its operating budget is \$1.2 million. The District is primarily self-funded, with program fees. Staff includes 3 year round employees and several sub-contractors and seasonal part-time staff.

*Strawberry Recreation District is an equal opportunity employer.*

SRD  
Strawberry Recreation District  
118 E. Strawberry Drive  
Mill Valley, CA 94941



## **Strawberry Recreation District**

**Invites applicants for:  
Aquatics  
Lifeguard Position  
Swim Instructor  
Position**

**Regular Part Time**

**Please send applications and  
resumes to:**

**Strawberry Recreation District  
118 E. Strawberry Drive  
Mill Valley, CA 94941  
(415)383-6494  
[admin@strawberryrec.org](mailto:admin@strawberryrec.org)**

## POSITION:

**Aquatics Life Guard**

or

**Swim Instructor**

### Summary of Job Description

Under the direction of the District Manager and Recreation Coordinators, the duties essential for this position include supervising patrons and activities in the aquatic center; supervise the use of supplies and equipment; Open close and secure the SRD facility, Clean locker rooms, showers, pool furniture and deck, put on and remove pool covers, test water chemistry, fill out reports, and make necessary adjustments, ensure compliance with State and County laws and ordinance; implant CAPRI and PARDEC policies and procedures; Assist with general office/ front desk registration, answering telephones, membership check-in, function within normal office procedures and information. Other recreation department responsibilities will be assigned.

### Qualifications

#### Education and Experience

**Experience:** experience in aquatics which includes lifeguard and or swim instructor experience.

#### **Certificate(s):**

Swim Instructor Position: must possess and keep current Water Safety Instructor , possess or be willing to attain First Aide and CPR certifications.

Life Guard Position: must possess and keep current Lifeguard Training, First Aide and CPR for Lifeguards or the professional Rescuer. Possess or be willing to attain Title 22 certification.

- Knowledge of aquatic facility operations, including opening and closing procedures, customer service check-in, implementing and enforcing pool rules, and supporting SRD programming.
- Basic philosophy of community recreation programs and the ability to communicate SRD standards.
- Principles of employee coordination, including evaluation, discipline, scheduling, training and related record keeping.
- Principles of lifeguarding a public pool.
- Methods for teaching swimming to multiple age groups and ability levels.
- Principles of swimming pool and aquatic facility maintenance.

#### Ability To:

- Ability to train, coordinate and evaluate employees and maintain appropriate aquatics records.
- Ability to communicate effectively both orally and in writing.
- Ability to use both vision and hearing to identify and evaluate field emergencies and respond physically to these emergencies quickly and appropriately.
- Ability to activate and respond to pre-arranged emergency procedures.
- Pass swimming and basic rescue test.
- Ability to work harmoniously with the public and fellow employees in an enthusiastic and cooperative manner.
- Communication and customer service skills necessary for interaction with public and other agencies.
- Use of office equipment, including a computer and related software.

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