



Seasonal Pool Manager – Summer 2026

Date: January 26, 2026

Location: Town of Tisdale – RECplex Aquatic Centre

Position Responsibilities:

- Report directly to the Recreation Practitioner and the Director of Recreation & Parks.
- Develop, administer, plan, execute, and evaluate all aquatic programs and events for the season under the direction of the Recreation Practitioner.
- Ensure proper financial procedures are followed, including staying within budget parameters and accurate records are kept.
- Oversee the RECplex Aquatic Centre social media page, creating and sharing content to the public, along with being responsible for the RECplex Aquatic Centre email inbox, answering emails in a professional tone and timely manner.
- Delegate tasks to staff.
- Ensure that all policies and procedures are being followed by staff and patrons.
- Implement a cleaning schedule set out for staff to complete throughout the week.
- Plan, and implement in-service training plans, in cooperation with the Recreation Practitioner.
- Train and mentor staff in all aspects of their positions including but not limited to emergency procedures, safety, cleaning, and monitoring water chemistry.
- Supervise staff, taking disciplinary actions when necessary.
- Ensure there are Emergency Response plans in place and staff are trained in that regard.
- Participate in hands-on programming and supervision of the facility.
- Create and maintain work schedules for lifeguards and instructors in accordance with Employment Standards.
- Ensure that all records and forms required by the Town, Public Health and the Lifesaving Society are maintained and readily available.
- Handle complaints and when necessary, in a professional manner.
- Ensure all written reports on accidents or incidents at the facility are completed and turned over to the Recreation Practitioner and Director of Recreation & Parks.
- Maintain effective communication with maintenance personnel.
- Oversee cash outs, chemistry tests, opening and closing procedures, enforcing pool rules, and equipment checks.
- Prepare a year-end evaluation of staff, programs, and general operations and make recommendations accordingly.
- Perform additional duties and provide additional support as assigned.

Preferred Qualifications/skills include:

It is expected that ALL applicants will include copies of all current certifications and awards when they apply.

- Lifesaving Society National Lifeguard Certification
- Bronze Medallion/Cross Certification

- Swim for Life Instructor
 - Lifesaving Instructor Certification (LSI)
 - Standard First Aid & CPR/AED Level C
 - Aquatic Emergency Care is an asset
 - Pool Operator's Certificate is an asset
 - Previous managerial/supervisory experience preferably with aquatic facilities
 - Cash handling and budget experience
 - Excellent communication and organizational skills; and
 - Computer literacy skills.
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Additional Information:

- Job Status – Seasonal Temporary Full Time (May-August 2026).
- Salary – \$1870.00 - \$2230.00 /bi-weekly depending on qualifications and experience.
- Application Deadline – March 6, 2026.

To Apply:

Identify in your cover letter the position you are interested in and submit your resumes & cover letters directly to:

Stacy Thiessen

Email: RecDirector@tisdale.ca

Box 1090 Tisdale, SK S0E 1T0

The Town of Tisdale thanks all applicants for their interest but only those invited for an interview will be contacted.
