



AGENDA MEMO

11/5/2013 Agenda

TO: Honorable Mayor and City Council

FROM: Gerry Bradley, Director of Parks

SUBJECT: New Position - Aquatics Supervisor – Program Specialist

BACKGROUND:

Over the past several years, the Parks Department has experienced a substantial increase in providing recreational opportunities to our residents. With the introduction of nine annual special events, the expansion of facility usage by the YMCA for youth athletic programming, the registration of tennis instructors, personal trainers, boot camps and sports clinics, and the addition of several new activity components at the Holmes Aquatic Center has generated additional recreational services for all age groups.

The aquatic center alone requires the hiring and supervision of some 50 seasonal employees, all which are required to retain various types of lifeguard certifications prior to the beginning of the pool season. This hiring process begins in January each year with position advertisements and skill testing and continues until the pool season is over and the facility is winterized in October. Supervisory staff also must possess several different certifications to safely operate the facility and provided required weekly in-service training to the pool staff. In the past, these supervisory duties were completed by interns or college students which potentially lacked all the necessary certifications and experience required in today's specialized aquatic industry.

Staff requests City Council consideration of staff's recommendation of creating a new full time position of Aquatics Supervisor – Program Specialist (\$45,048 - \$68,304 annually) to support the increase in recreational programming within our community. The position will oversee the operations of the aquatic center, special events programming and act as a liaison with the YMCA and HPISD. Staff believes that the position will afford the City greater continuity and administration regarding recreational programming, policy and procedures and the expectations of our residents. Recently, the Parks Advisory Committee unanimously supported the development of this position. The position will be similar to those offered by many of our surrounding communities.

RECOMMENDATION:

Funding for the Aquatics Supervisor – Program Specialist position will be supported by the current Parks Department Swimming Pool operating budget and revenues generated by the aquatics center.

Staff requests City Council approval of the new position, allowing staff to begin advertising for the position November 2013.