

# **SENIOR BEACH MANAGER (P/T) (S)**

**Department: Parks Recreation and Cultural Affairs**

**Classification: Non-Competitive**

**Specification Number: 2235**

**Approved: 5/3/22**

**Revised: By JG**

## **MINIMUM QUALIFICATIONS**

**Either:**

- a) Graduation from a standard senior high school and six (6) seasons of experience in the management or operation of a beach, pool or park facility, including two (2) seasons in a supervisory capacity; or,
- b) Two (2) seasons as a Beach Manager.

**NOTE:** Additional education beyond high school from a college with federally-authorized accreditation or registration by NY State may be substituted for the above non-supervisory experience on a year-to-year basis up to a maximum four (4) years, where one (1) year of college equals one (1) season.

## **DISTINGUISHING FEATURES OF THE CLASS**

Under general supervision, the Senior Beach Manager supervises a varied staff engaged in safeguarding the public using town beaches. Work involves overseeing contractual agreements with concessionaires, and for maintaining personnel, supply, and financial records. Work is performed under the direction of an administrative superior and is reviewed through conferences and reports. Does related work as required.

## **TYPICAL WORK ACTIVITIES**

Supervises beach managers, lifeguards and other personnel engaged in safeguarding the public using the beaches;

Oversees contractual agreements with concessionaires and acts as liaison between town and the concession management;

Prepares reports on beach activities;

Attends administrative conferences and resolves problems;

Makes regular inspections of all Town Beaches to assure that they are problem free.

Prepares reports on beach activities.

Prepares for the opening of all Town beaches and the final closing of the beaches.

## **KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS**

Thorough knowledge of the principles, practices and techniques of beach management; thorough knowledge of the operational and maintenance requirements of typical beach facilities and equipment; good knowledge of effective supervisory techniques; ability to establish and maintain effective working relationships with the general public; ability to keep records and to prepare and submit reports; ability to plan, supervise and review the work of a large number of beach personnel in a manner conducive to full performance and high morale; physical condition commensurate with the demands of the position.