

Strawberry Canyon Weekend Supervisor (4134U),
Recreation & Wellbeing - 69391
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=236451>

Downloaded On: Jun. 25, 2024 10:37pm

Posted May 22, 2024, set to expire Jun. 30, 2024

Job Title	Strawberry Canyon Weekend Supervisor (4134U), Recreation & Wellbeing - 69391
Department	
Institution	University of California, Berkeley Berkeley, California
Date Posted	May 22, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Athletics and Recreation Services
Apply Online Here	https://apptrkr.com/5276166

Apply By Email

Job Description

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About Berkeley

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the

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transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and our [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit grow.berkeley.edu.

Departmental Overview

Recreational swimming is a major program area at all campus pools. UCB students, staff, faculty, alumni as well as community individuals and their families swim year-round at these facilities. The Strawberry Canyon Weekend Supervisor performs duties in the areas of public relations and guest services, enforcing/promoting safety, emergency response, and facility maintenance.

Application Review Date

The First Review Date for this job is: Tuesday, June 4, 2024

Responsibilities

Facility Operations:

- Opens and closes the Strawberry Canyon Recreation Area on weekends and holidays.
- Responds to and facilitates coordination of unexpected emergency repairs and closures to

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maintain safe environment for program delivery.

- Performs facility related tasks such as maintenance, set up and take down of equipment and cleaning.
- Facilitates and accommodates the use of facilities by other Rec Sports and campus programs.

Supervision:

- Directs and supervises daily work activities of staff at the Strawberry Canyon Recreation Area as well as the Golden Bear Recreation Area as needed.
- Resolves conflicts or confrontations with guests.
- May administer "in the moment" corrective action to ensure employee performance meets Rec Sports standards.
- Assesses and sets work schedules and assignments based on safety and customer service priorities.
- Performs staff functions during shift as needed and as trained/certified.
- Provides guidance, training and instruction to other program instructors on best practices, procedures, methods and techniques on program activities.

Customer Service and Instruction:

- Ensures customer service standards are maintained by all facility staff including acknowledging guests according to the established performance standards.
- Provides information, assistance and service and makes proper referrals for guests as needed.
- Maintains a supportive environment for program participants and facilitates involvement.
- Interacts with recreational program participants in a positive manner.
- Reviews memos, brochures, flyers and manuals to stay informed about Rec Sports programs and operations matters to provide accurate information to participants.

Emergency Response and Safety:

- Promptly reports accident prevention items such as facility problems or unsafe activities to appropriate staff. Promptly reports security problems to UCPD.
- Enforce safety policies and ensure that supervised staff are enforcing these policies as well.
- Responds to accidents and injuries as prescribed in the Rec Ops Emergency Response Plan and provides emergency care as qualified through American Red Cross certifications and manages overall coordination and documentation of emergency and incident response situations (i.e.

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internal and external campus responders, expert medical, and general users.

- Oversees documentation of injuries or emergencies on Rec Sports Accident/Incident Report forms
- Keeps current on teaching methods, techniques, and skills through continuing education and participates in required professional development activities.

Required Qualifications

- Advanced knowledge of program activity.
- Work leadership and inter-personal skills for those in a lead capacity.
- Ability to work effectively across the organization, internally and externally.
- Service orientation, program management, sound judgment and decision-making, critical thinking, develop original ideas, and creative problem-solving skills in a varied and challenging environment.
- Ability to work effectively, across all organization levels, internally and externally.
- Client service minded, entrepreneurial spirit and creative thinking.
- Highly effective verbal and written communication skills.
- Proficient in the use of basic computer applications.
- Knowledge of campus policies and procedures.
- Ability to work in youth camps, fitness, outdoor programs.

Education/Training/Licenses:

- Certification to instruct in the applicable recreational sports program or equivalent experience.
- Previous experience working with age level specific to an activity.
- American Red Cross Adult & Pediatric First Aid/CPR/AED certification

Preferred Qualifications

- High school diploma and/or equivalent certification/experience/training.
- American Red Cross Lifeguard certification
- American Red Cross CPR/AED and First Aid Instructor certification.

Salary & Benefits

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For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted salary or hourly range that the University reasonably expects to pay for this position is \$22.00 - \$23.00.

- This is a 6-month, 30%, part-time (12 hours per week), contract position that is not eligible for UC benefits.
- This position is non-exempt and bi-weekly.

How to Apply

To apply, please submit your resume and cover letter.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Mandated Reporter

This position has been identified as a Mandated Reporter required to report the observed or suspected abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

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Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the [U.S. Equal Employment Opportunity Commission](#) poster.

The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

To apply, visit

https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_APP_SCH

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

University of California, Berkeley

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