



## POOL MANAGER

### The Pool Manager is responsible for the following

- Check that the sound equipment is in place and working correctly before the start of each day.
- Putting up all the upstands for Rotary and sponsors
- Placing any banners around the poolside.
- Having lane markers in place, ready for first swim
- Ensuring all our staff and correctly dressed including shoe coverings.
- Ensuring the first swim starts on time and all the announcements are done.
- Directing the pool runner to get the teams in place.
- Make sure all the clickers are in place.
- Liaising with pool staff to ensure everyone knows timings and numbers of lanes to be used.
- Checking from time to time that all volunteers are ok and provide water for the Rotary volunteers.
- Supervising clearing up at end of session. Equipment into back room.
- Ensure the smooth running of event, making a note of anything that can be improved for next year.