

PATRICK O'MARA

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WORK HISTORY (PROFESSIONAL / PAID)

July 7, 2003 – Present **City of Reno, Recreation Division, Aquatics** **Reno, Nevada**

Current Position: Recreation Program Coordinator II

- Founding Member of the department-wide Behavior-Based Safety Program's Steering Team
- Ensure patron and staff safety through safety checks, preventative maintenance, and staff trainings
- Primary Customer Service employee at assigned facility
- Supervise all on-site budgetary functions: payroll, revenues and expenses
- Supervise all facility rentals, on-site program registration, patron membership, and special event programming and planning.
- Facilitate all temporary/part-time/seasonal staff schedules, trainings, and performance reviews (approximately 75 staff)
- Schedule, staff, and supervise all facility instructional programming (120+ courses annually)
- Supervise and schedule all regular, preventative and reactionary maintenance, water chemistry, and chemical deliveries for assigned facilities.
- Train staff in American Red Cross Lifeguarding and Water Safety Instructor.
- Train staff in CLASS-Registration/Membership/Point-of-Sale system
- Supervised installation, and operation of CLASS System at four stand-alone Aquatic Facilities

February 2003 – July 7, 2003 **City of Reno, Recreation Division, Aquatics** **Reno, Nevada**

Position Held: Seasonal Pool Operator

- See "July 7, 2003 – Present" for Duties Performed

September 2002 – February 2003 **City of Reno, Youth Services Division** **Reno, Nevada**

Position Held: Site Supervisor (Before and After School Program)

- Primary on-site Customer Service employee
- Established monthly plans and facilitated programming for 20–65 students, ranging from 6–12 years in age, including art projects, guest speakers, and physical activities.
- Supervised all on-site money handling and registration duties

June 1997 – September 2002 **City of Reno, Recreation Division, Aquatics** **Reno, Nevada**

Positions Held: Lifeguard, Head Lifeguard, Seasonal Pool Operator, Lifeguarding Instructor

- See "July 7, 2003 – Present" for Duties Performed

WORK HISTORY (VOLUNTEER / NON-PAID)

June 2004- July 2007 **Our Lady of the Snows Church** **Reno, Nevada**

Position Held: Pastoral Council Member

- Participated in advisement sessions for the Pastoral Life Administrator
- Participated in strategic planning sessions for the parish (2500 families), and school (Grades K-8, 250 students)
- Chair of Communications and Safety Committees
- Council Recorder (July 2005-July 2007)

December 1996- March 2004 **Sky Tavern Jr. Ski Program** **Reno, Nevada**

Position Held: Ski Patrol Member

- Worked closely with patrons and patrol members during emergency situations
- Managed patient safety during emergency and non-emergency situations
- Co-facilitated candidate training (Winter 2000-2003)

August 2001 – June 2003 **Bishop Manogue Catholic High School** **Reno, Nevada**
Position Held: Assistant Coach - Speech and Debate Team

- Worked with Team Members to formulate speeches and debate cases in a variety of formats
- Facilitated monthly Congress-format competitions for Northern Nevada High schools
- Facilitated logistics for monthly tournament travel/lodging/food (15-25 students/chaperones)

August 1997- June 2003 **Our Lady of the Snows Church** **Reno, Nevada**
Position Held: Youth Minister

- Co-establishing new high school youth group as extension on current program
- Public Speaking – Annual appeal to raise funds for scholarships, activities, and training (multiple presentations 400+ per audience), Weekly teachings for High-School Christian Youth Group
- Worked closely with Jr. High and High School students during camps and weekly activities
- Co-facilitated logistics for field/mission trips: Mexico, Boreal Ski Area-California, Fallon-Nevada

EDUCATION

August 2006 - Present **University of Phoenix** **Reno, Nevada**
• Full-Time Student: Bachelor of Science - Business Administration
• Estimated Degree confirmation – August 4, 2008

August 1999 - August 2006 **University of Nevada** **Reno, Nevada**
• Part-Time Student: Bachelor of Science - General Studies- Work Place Education Emphasis
• Transferred to University of Phoenix

August 1995 - June 1999 **Bishop Manogue Catholic High School** **Reno, Nevada**
• High School Diploma: 3.4 GPA
• State Finalist Member of the Speech and Debate Team (1999)

CERTIFICATIONS

American Red Cross

- Water Safety Instructor Trainer (Remains current while teaching at least 1 class per year)
- Water Safety Instructor (Remains current while teaching at least 1 class per year)
- Lifeguard Training Instructor (Remains current while teaching at least 1 class per year)
- First Aid and Lifeguard Training (Current as long as Lifeguard Instructor Certification is current)
- CPR for the Professional Rescuer (Current as long as Lifeguard Instructor Certification is current)

National Swimming Pool Foundation

- Certified Pool Operator

Young Life

- Training in Basic Skills to facilitate small and large group discussions and activities, work with teenagers in basic counseling situations, public speaking skills.

Life Teen

- Training to become a Catholic Youth Ministry Coordinator

SKILLS

General Computer Knowledge, Public Speaking, Teaching Experience

INTERESTS

Computers and computer software, public speaking, meeting/talking to/working with new people, teaching, building model cars, swimming, skiing, snowboarding, trivia, spending time with my family