



JOB DESCRIPTION

Lifeguard

Date Prepared: January 2014

SUMMARY: Under close supervision, assumes the responsibility to perform lifeguarding duties for various aquatic programs. Duties include preventing accidents, effectively enforcing pool rules and regulations, instructing beginning level swim lessons, accepting entrance fees and facilitates changes, communicate effectively with staff and patrons, and complete other related duties, as assigned.

ESSENTIAL FUNCTIONS: -- *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This is not a comprehensive listing of all functions and duties performed by incumbents of this class; employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job description does not constitute an employment agreement and is subject to change at any time by the employer. Essential duties and responsibilities may include, but are not limited to the following:*

- Observe the activities of swimmers in and around a public pool area and ensure policies, rules, and regulations are observed.
- Eliminate or minimize hazards; maintain group and individual discipline.
- Perform rescue techniques, as necessary; instruct swim lessons; prepare and complete written reports.
- Accept entrance fees and facilitate changes.
- Maintain a positive attitude; operate equipment in a safe and efficient manner; and perform related duties and responsibilities, as required.

MINIMUM QUALIFICATIONS:

Education, Training and Experience Guidelines:

Must be at least 16 years of age. Must provide a work permit (if applicable).

Knowledge of:

- Principles and practices of preventive lifeguarding, water rescues, first aid, and cardiopulmonary resuscitation.
- Elements of proper English language, vocabulary, spelling, punctuation, and grammar.

Skill in:

- Providing efficient customer service and communicating clearly and objectively both verbally and in writing.
- Organizing with the ability to prioritize work and exercise independent judgment, wisdom, common sense, and initiative.
- Thoroughly carrying out oral and written instructions.
- Swimming with proficiency and endurance; maintaining constant observation of patrons to identify signs of danger and taking effective course of action.
- Performing basic addition and subtraction methods.
- Preparing clear and concise reports; demonstrating enthusiasm and initiative.
- Establishing and maintaining effective working relationships with those contacted in the course of work, including City and other government officials, community groups, and the general public; and applying safe work practices.

LICENSE AND CERTIFICATION REQUIREMENTS:

- Must possess Lifeguarding, First Aid, and CPR/AED for the Professional Rescuer certificates issued by the American Red Cross.
- Appropriate certificates issued by the American Heart Association or YMCA may be substituted.
- Title 22 certificate is highly desirable.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

Work is performed in an outdoor environment. Incumbent will be exposed to those conditions normally encountered in an outdoor environment. Physical demands are moderate to strenuous, consisting of the ability to stand, stoop, reach, bend, climb, lift, pull, and swim while in swimwear. Must be able to lift up to 75 lbs. Incumbent must be able to see and hear in the normal range, with or without correction, and communicate verbally and in written form with great facility, and must be able to be understood. Incumbent must have the stamina to work long hours and overtime, if assigned, and must be willing to work an irregular schedule, which may include weekends, holidays, evenings, and/or varying shifts.