



JOB DESCRIPTION

Senior Lifeguard

Date Prepared: January 2014

SUMMARY: Under basic supervision, assumes the responsibility of the operation of a public swimming pool in the absence of the Pool Manager by implementing various aquatic programs, supervision of aquatic staff, effectively enforcing pool rules, and minimizing hazards; and 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:*

- Supervise the operation of a public swimming pool and implement various aquatic programs; conduct swim lesson instruction; observe the activities of swimmers in and around pool area.
- Enforce pool policies, rules, and regulations.
- Eliminate and/or minimize hazards; implement group and individual discipline.
- Perform rescue techniques, as necessary; prepare, complete and review written reports.
- Perform general pool and equipment maintenance and water chemical testing.
- Accept entrance fees; prepare financial reports.
- Maintain a positive attitude; operate vehicles and 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 18 years of age AND possess two seasons of aquatic employment as a lifeguard AND/OR swim instructor.

Knowledge of:

- Principles and practices of preventive lifeguarding, water rescues, methods of swimming instruction, first aid, and cardiopulmonary resuscitation.
- Proper English language, vocabulary, spelling, grammar, and punctuation.

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.
- Preventing dangerous situations; recognizing the signs of emergencies and taking appropriate action.
- Effectively supervising and evaluating subordinates; understanding and carrying out oral and written instructions.
- Working independently and delegating tasks; maintaining close communication with the Pool Manager, Program Leader, Recreation Coordinator, or Recreation Supervisor.
- Using patience, tact, diplomacy, and courtesy in dealing with the public and employees.
- 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 apply safe work practices.

LICENSE AND CERTIFICATION REQUIREMENTS:

- Must possess a valid California state driver's license.
- 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 shall 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.