

Swimming Pool Lifeguard

Department: Lifeguard

Reports to: Manager and Assistant Manager

Position Summary:

Under the supervision of the Pool Manager and Assistant Manager, the Lifeguard has the responsibility of maintaining order at the pool facility by preventing accidents through the enforcement of policies, rules, regulations, and ordinances governing the conduct of patrons. Lifeguards are responsible for monitoring the facilities for potential hazards or unsafe conditions, providing first aid to patrons, maintaining the facilities through custodial duties and lawn mowing, and all other duties as necessary or required. This position requires weekend and holiday work.

Examples of work (essential functions)

- Carry out all duties assigned by the Manager, Assistant Manager and Board Members
- Watch the assigned area in rotation to prevent accidents and injuries. See that necessary precautions are observed to ensure the health, safety and welfare of patrons
- Perform First Aid and CPR
- Enforce safety
- Custodial duties to maintain a clean facility including, but not limited to, cleaning bathrooms, trash pick-up inside and outside of facility, pool skimming and vacuuming
- Enforce the rules and regulations, adhere to the policies of the facility, and aid in controlling the behavior of patrons who use the facility. (Remind patrons of pool rules when necessary in a polite, firm manner, and contact management if necessary)
- Document and report all disciplinary problems and accidents to the Manager or Assistant Manager
- Aid the Manager and Assistant Manager in every way necessary to keep the pool facility running smoothly
- Report promptly at assigned time of duty and remain on duty status until the designated shift has been completed
- Maintain positive public relations at the swimming pool
- Inform the Manager or Assistant Manger when supplies are needed and if equipment needs repairs
- Attend all scheduled staff meetings and trainings
- Other duties as deemed necessary or as required, such as fill-in snack bar assignments, lawn mowing, and other maintenance tasks

Education & Experience: Must have up-to-date Lifeguard Training Certification, CPR & First Aid Certification.

Age: Must be 15 years of age or older.

Required Skills: The ability to readily accept instructions from those in a supervisory capacity; to be able to accept constructive feedback; and to project good public relations. This employee should have the ability to follow all policies and procedures and to concentrate on tasks in the presence of distractions. Be able to understand and follow instructions. This employee should have excellent communication skills. This employee must be able to count money and change correctly. Worker will be trained to operate equipment properly.

Accountability: Employee is an at-will employee, employed by the Board of Directors. The board has the discretion to terminate an employee should work performance become unsatisfactory, as deemed by the Board, the Manager or Assistant Manager. Salary and job duties are determined by the Board.

Problem Solving: Problem solving is required in this position. The employee must respond to questions and concerns of patrons regarding pool policies and procedures.

Decision-Making: Decision-making is required in this position. This employee makes decisions concerning enforcement of policies and rules, and performing daily duties in the most efficient manner.

Supervision: The Manager, Assistant Manager and the Board of Directors provide supervision. Job-related decisions are reviewed.

Personal Relations: Daily contact with patrons, the general public, co-workers, supervisory personnel, and Board members. Employee must have the ability to express or exchange ideas by means of verbal communication as well as the ability to convey detailed or important instructions to other employees and patrons.

Working Conditions: Manual labor is required in this position. Extreme weather conditions and working with chemicals are factors in this position.

Physical Requirements: Physical exertions to manually move, lift, carry, or push heavy objects.

The pool is open from Memorial Day to end of August and reopens Labor Day weekend. Hours of operation are Sunday – Friday, noon to 8 p.m. and Saturday, noon (1 p.m. during swim team season) to 8 p.m. Any planned vacations must be approved by management before the summer session begins.