



TITLE	HEAD LIFEGUARD	2017
DEPARTMENT	PRCE	
SUPERVISED BY	RECREATION FACILITIES/OPERATIONS MANAGER AND AQUATIC CENTER MANAGER	
SUMMARY	THIS IS SEASONAL WORK ASSISTING IN THE SUPERVISION OF LIFEGUARD STAFF AND PATRONS AND MAINTAINING A SAFE AQUATIC CENTER ENVIRONMENT AND RESPONDING EFFECTIVELY IN EMERGENCY SITUATIONS	

DUTIES AND RESPONSIBILITIES

1. Assists in the daily scheduling of lifeguard rotation and issues instructions to guards.
2. Issues instructions to lifeguards for daily opening and closing procedures in absence of Aquatic Center Manager.
3. Provides leadership to inexperienced lifeguards.
4. Maintains staff and patron safety, order, and discipline at the assigned aquatics facility/facilities.
5. Understands the established emergency procedures and responds efficiently in emergency situations. Performs emergency water-rescue techniques to assist persons in distress, applies CPR, and administers standard first aid when necessary.
6. Assists in the implementation of aquatics programs and special events.
7. Explains and interprets operational and program rules and regulations to patrons; enforces rules or refers enforcement to proper authorities.
8. Provides swimming instruction for all ages (6 months – adult). Water safety instructors are responsible for educating area children in swimming skills as outlined by the American Red Cross.
9. Maintains a high level of swimming skill proficiency on a weekly basis.
10. Assists with completing daily records and reports.
11. Ensures general safety, cleanliness, and appearance of assigned aquatics amenities including water park or pool areas, restrooms, and locker room areas when able to do so without distraction from lifeguarding responsibilities.
12. Attends staff meetings and training sessions.
13. Performs other related work as required.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of water-safety practices and procedures.
- Ability to react efficiently and effectively in emergency rescue situations.
- Ability to perform assigned tasks requiring physical strength and agility.
- Ability to react efficiently and tactfully with the public and to be capable of enforcing regulations firmly and impartially.
- Ability to establish and maintain effective working relationships with the general public, patrons and co-workers.
- Skills in pool and open-water swimming, water rescue, accident prevention techniques, water-safety procedures, standard first aid, and CPR.
- Some knowledge of operational safety and maintenance requirements for aquatics facilities and

amenities.

REQUIRED QUALIFICATIONS

- H.S. diploma or GED and a minimum of 2 years relevant experience.
- Must be at least 18 years of age.
- Currently hold and maintain the following certifications: American Red Cross Lifeguard Training/First Aid, American Red Cross CPR for the Professional Rescuer, and American Red Cross Water Safety Instruction.
- Neat and clean appearance.
- Able to perform all essential position functions under the working conditions described.
- While performing the duties of the job, the employee is regularly required to stand, talk and hear.
- Specific vision abilities required include close vision, distant vision and peripheral vision.

DESIRED QUALIFICATIONS

- Previous aquatic supervisory experience
- Demonstrated past experience and ability to work with the public.
- Demonstrates enthusiasm and ability to perform all necessary tasks

WORKING CONDITIONS

Seasonal temporary position. Aquatic Center is open from approximately June through August. Inside and outside work at Recreation Center and Middle School locations. Variable hours with a rotating schedule up to 7 days per week including mornings, days, evenings, holidays and weekends. Outside work in all weather conditions.

Starting Pay \$16.20/hour

The duties listed in job descriptions are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.