



Job Description

Title: Head Lifeguard

Department: Recreation

Starting Wage: \$17.00/Hour

JOB SUMMARY:

Under general supervision of the Recreation Supervisor and Aquatics Specialist, Head Lifeguards are required to assist in the supervision and performance evaluation of lifeguards, address onsite performance issues with staff, explain and enforce policies, rules and regulations of the pools, ensure safety of all patrons and perform all duties required of a certified lifeguard.

ESSENTIAL JOB FUNCTIONS: *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Perform lifeguard duties and responsibilities including: monitoring pool activities, administering first aid and CPR and performing water rescues as necessary
- Ability to lead lifeguards in an emergency response situation (as deemed necessary)
- Ability to respond to an emergency and contact/activate EMS (emergency action plan)
- Ensure everyday pool operations are maintained including but not limited to: opening/closing of facility, guard rotation schedule, emergency/daily protocols and other duties as assigned
- Lead and conduct diversified recreation activities including swim lessons, special events, pool parties and games
- Perform patron surveillance with a rescue tube while lifeguarding
- Remain alert and use all senses while guarding
- Maintain the safety of the patrons in and around the pool
- Work as a team with other lifeguards during all shifts
- Communicate and enforce all regulations and pool rules in a personable and professional manner
- Attend and participate in all scheduled staff meetings and trainings (help facility attendant if required)
- Communicate any potentially dangerous elements of the facility to the Aquatics Specialist and/or Recreation Supervisor
- Record daily participation numbers and complete daily activity reports
- Set up the pool for various activities such as rec swim, swim lessons, pool parties, etc.
- Handle all incidents in a manner appropriate to training
- Complete all incident/accident forms on the same day as the event and turn in
- Perform other duties as assigned
- Represent District by maintaining a professional attitude

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Approved December 15, 2015



REQUIRED KNOWLEDGE AND SKILLS:

- Exhibits the ability to use safety materials and rescue equipment
- Strong swimming skills
- Demonstrates comprehensive competency in first aid, CPR, and all water rescue techniques
- Skill/experience in working with individuals of all ages and swimming abilities
- Skill in preparing written reports
- Skill in multitasking
- Skill in providing a high level of customer service
- Skill in following direction
- Able to work closely with coworkers without conflict

EDUCATION, CERTIFICATIONS AND LICENSES:

- At least 16 years of age
- Experience in an Aquatics setting
- Possession of:
 - o Current Lifeguard Training certificate
 - o CPR for the Professional Rescuer (or equivalent)
 - o First Aid for Public Safety Personnel-Title 22 (or higher)
- Water safety Instructor Certification (WSI) not required but highly desirable
- Must have legal authorization to work in the United States of America
- Literacy in English with the ability to understand and carry out oral and written instructions and posted schedules

ENVIRONMENTAL FACTORS AND CONDITIONS/PHYSICAL REQUIREMENTS: *The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions.*

- Continuous sitting/standing in an outdoor environment with sun exposure
- Significant work in an outdoor environment with standing and walking required over sometime slippery ground; side-to-side turning of neck; downward and upward flexion of the neck; moderate twisting of upper flexion of the neck; moderate twisting of upper body
- Occasional lifting and carrying of up to 50 pounds; ability to lift a person off the bottom and out of the water (average 150lbs)
- Pinch grasp to manipulate writing utensil; frequent fine finger dexterity and light to moderate finger pressure to manipulate keyboard
- Exposure to strong and unpleasant odors and fumes such as chlorine; noise from children; allergens such as pollen and bee stings; pool chemical fluctuations which might cause irritation to eyes and skin; and the possibility of administering first aid which may involve exposure to infections which may cause chronic disease or death

Reports To: Recreation Supervisor

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