

## **POSITION DESCRIPTION**

**CLASS TITLE:** Lifeguard  
**DEPARTMENT:** Parks and Recreation  
**DIVISION:** Aquatics, recreation  
**DATE:** April 1, 2022

### **GENERAL PURPOSE**

Performs routine public contact and safety work in serving as a lifeguard.

### **SUPERVISION RECEIVED**

Works under the general supervision of the Head Lifeguard, Aquatic Manager and Recreation Program Supervisor.

### **SUPERVISION EXERCISED**

None

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Monitors the use of the swimming pool; enforces safety rules.
- Patrols the swimming pool and aquatics facility.
- Assists in implementing various aquatic competitions and programs throughout the year.
- Performs a variety of miscellaneous duties such as answering phones, running errands, picking up supplies needed for activities, conducting classes, selling tickets, collecting fees, helping set up for classes, events, etc.
- Responds to public inquiries about aquatics programs made by telephone, correspondence, or during public meetings.
- Assists in the maintenance of the swimming pool, cleaning locker rooms, desks, etc.
- Monitors water chemistry through testing of water samples.
- Other duties as assigned.

### **NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES:**

- (A) Working knowledge of the equipment, facilities, operations and techniques used in a comprehensive aquatics program;
- (B) Skill in operation of listed tools and equipment;
- (C) Skill in First Aid and CPR for the Professional Rescuer.
- (D) Ability to effectively assist in teaching swimming lessons;
- (E) Ability to effectively enforce safety and health regulations relating to an aquatics program;
- (F) Ability to establish and maintain effective working relationships with employees, supervisors, participants, instructors, and the general public.

### **MINIMUM REQUIREMENTS**

- Must be at least 15 years of age.
- Possess a current First Aid certification
- Possess a current CPR-PR Certification.
- Possess a current Lifeguard Certificate.

### **TOOLS AND EQUIPMENT USED**

Various hand tools used in the maintenance of swimming pool equipment; pool testing equipment; telephone, pool vacuum, portable handicap swim lift; water play features.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to swim, walk, sit, talk or hear. The employee is occasionally required to use hands to finger, handle, feel, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance.

The employee must occasionally lift and/or move up to 70 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision and the ability to adjust focus.

**WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee may work both inside and outside. The employee is occasionally exposed to wet and/or humid conditions, toxic or caustic chemicals. The noise level in the work environment is moderately loud when in the field.

**SELECTION GUIDELINES**

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above 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.

**APPROVAL AUTHORITY:**

\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Date

\_\_\_\_\_  
HR Director

\_\_\_\_\_  
Date