

## **GEORGETOWN – SCOTT COUNTY PARKS AND RECREATION**

**POSITION TITLE:** Lifeguard (Part-time / Seasonal)

**POSITION CLASSIFICATION:** Non-Exempt

**GRADE:** N/A

**HOURLY RATE:** \$12.00

**DEPARTMENT:** Aquatics

**IMMEDIATE SUPERVISOR:** Head Lifeguard

**SUPERVISES:** N/A

**CHARACTERISTICS OF POSITION:** Under general direction of Aquatic Managers and direct supervision of the head lifeguard, performs safety-oriented tasks with the objective to minimize and prevent unsafe situations from occurring in the pool area and surrounding aquatic area. Employment is conditional upon the successful completion of a pre-employment skills test before being allowed to work. Lifeguards will be assigned the duties of lifeguarding, supervising participants in the pool area and maintain health regulations in and around the pool and bathhouse at all times.

### **GENERAL DUTIES AND RESPONSIBILITIES:**

**Essential:** The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned: Prevent accidents through the enforcement of policies, rules, regulation, and ordinances governing the conduct of persons using the swimming pools. Supervise patrons in the pool and pool area, constantly on the lookout for accidents occurring in the water (bottom, middle, and surface), on the deck, in the diving well, and on the diving boards. Patrol deck for health and safety hazards as well as participants' safety. Reports any hazards, unsafe conditions, or complaints to management. Enters the water to provide assistance to participants in the water who are having difficulty swimming and provide any necessary first aid and/or CPR in the event it is needed. Provides first aid and/or CPR for participants needing assistance on the pool deck or the pool facility. Fills out all accident reports and other necessary reports immediately following any incident and submits them to management. Begins rotation on time. Provides constant coverage of zone. Communicates necessary information. Maintains order in the pool and pool area, practices preventive lifeguarding skills. Never leaves their station or the pool area unattended. Is constantly alert, continually scans the assigned zone, and does not engage in socializing while working (Friends, girlfriends, boyfriends will not be allowed to talk to lifeguards while they are at work). Testing skill proficiency before allowing swimmers in the deep water. All non-swimmers should remain in the shallow water. Deck or roving guards will position themselves at a point where the entire pool can be seen and where entry to the water can be made immediately and safely if necessary. Clears the pool and pool area of patrons during inclement weather. Cleaning and maintaining rest rooms and shower areas, pool deck, gutters, and pool area. Performs and logs water tests. Adhere to posted job schedule and is required to attend all staff meetings and in-service trainings. Will set the example for all patrons in and out of the water at all times (No games, etc.).

Assists with facility safety checks during hours of operation (i.e. diving board, ladders, pump/chemical rooms secure, wading pool, etc.), as well as opening and closing checks. Maintains all necessary certifications. Ensure that all safety regulations and procedures are followed at all times. Media relations are the job of the Aquatic Manager or the Parks and Recreation Director. Refer all media to the Aquatic Manager or the Pavilion Director. Do not give a statement.

**Nonessential:** May assist Aquatic Managers, Assistant Director and/or Director in other areas as requested.

#### **QUALIFICATIONS/REQUIREMENTS:**

**Education, Training, Experience:** Completion of some high school is required. A high school diploma or GED is preferred. Certified in American Red Cross Lifeguarding and CPR/AED/First Aid for the Professional Rescuer. Desired to have experience as a lifeguard and working the public. Desired certification to include Water Safety Instructor. Trained in bloodborne pathogens.

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

**Knowledge:** Knowledge of swimming pool safety and pool operations. Thorough knowledge of first aid care. In-depth knowledge of drowning process and how to prevent emergencies through zone surveillance, rule enforcement, and risk management. Knowledge of how to safely clean up hazardous or bodily fluids. Knowledge of how to communicate and work efficiently with co-workers to solve complex problems.

**Abilities:** Ability to establish and maintain effective working relationships with aquatics employees, other Georgetown – Scott County Parks and Recreation employees, and the general public. Ability to prepare accurate incident and other types of reports. Ability to function effectively when required to work varying schedules and shifts. Ability to make decisions and perform under stress when problems arise. Ability to work effectively while in a high-stress environment.

**SPECIAL LICENSING REQUIREMENTS:** Certified in American Red Cross Lifeguarding.

#### **ADDITIONAL REQUIREMENTS:**

**Instructions:** Must be able to work under standard timeline with detailed instructions on a regular basis.

**Processes:** Scanning zone of surveillance for potentially unsafe activity or customers in need of attention, rule enforcement, cleaning and maintaining aquatic area of facility, cleaning and maintaining staff quarters, completing and filing detailed reports, providing appropriate first aid for those in need, activating the emergency action plan and conducting emergency rescues and/or performing CPR when necessary.

**Review of Work:** Work is generally reviewed through oral and written reports once to three times per year.

**Analytical Requirements:** N/A

**Work Environment:** Indoor and outdoor aquatic facilities.

**Availability:** Moderately flexible. Generally required to work 3-5 days per week. May be asked to more days per week. Must be able to attend regular meetings and departmental activities in evening hours and on weekends. May be asked to come to work or substitute on short notice.

**Physical Demands:**

**Lifting:** Some required (around 50 pounds). Requires standing, walking, and sitting.

**Use of Equipment:** First aid equipment, personal protective equipment used for emergencies and hazardous materials, cleaning solutions and tools, and equipment deemed necessary for lifeguarding.

**Vehicle Operation:** N/A