

# LIFEGUARD

## **MAJOR FUNCTIONS**

This is responsible work in the prevention of situations hazardous to the health and safety of swimming patrons, through alert observation of the pool area, beach, and/or other water bodies; executions of rescue procedures and swimming instructions.

## **ESSENTIAL FUNCTIONS**

The following statements describe the principal functions of this job and its scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including working in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the work load.

- Monitors swimmers and bathers vigilantly to ensure their safety in and around public pool and pool area and or open water swim area.
- Performs rescue, artificial respiration and first aid work as necessary.
- Performs basic pool maintenance, swim area maintenance. Skim pool, brush bottom, and side tiles.
- Keep surrounding area clean and neat. Wipe tables and keep chairs neat and organized.
- Cleans and maintains swim area, beach area and picnic area.
- Enforce all pool rules and regulations. Enforce all waterfront area and enforce park rules and regulations.
- Schedules swim lessons. Organizes applicants, establishes class size by age and ability. Instructs various levels of swim classes.
- Provides training to new lifeguards. Organize, plan and execute in service training sessions.
- Will be required to maintain basic reports.
- Required to report to work at the appointed hour, as scheduled, and to work the entire assigned schedule.

## **SECONDARY FUNCTIONS**

- Provides members of the public with information on safety hazards and facility rules.
- Performs other duties as assigned.

# LIFEGUARD

## CUSTOMER SERVICE

This is a front-line position for providing excellent customer service to members of the general public and other County employees. Personal contact occurs with other employees of the unit, employees of other departments in the County, citizens, and customers of the department. Service is provided in person or by phone contact.

## SUPERVISION

This position has no supervisory responsibility.

## EDUCATION, EXPERIENCE, LICENSES, CERTIFICATIONS

### Education and Experience.

High school diploma or general education degree (GED) required for all classifications. **Level I Beginning lifeguard** requires up to three months experience. **Level II Intermediate Lifeguard** requires two or more years of verifiable work experience. **Level III Advanced Lifeguard** requires one or more years experience as a Water Safety instructor and generally two years experience in lifeguard experience. **Level III Open Water Advanced Lifeguard** requires two years experience as an open water guard.

### Certifications:

**Level I Beginning Lifeguard:** certification of standard lifeguard, standard BLS, CPR/First Aid certification.

**Level II Intermediate Lifeguard:** requires certification of standard red cross lifeguard, standard BLS CPR/First Aid certification. May require Water Safety Instructor certification, standard BLS CPR/First Aid.

**Level III Advanced Lifeguard:** requires certification in BLS CPR/First Aid and WSI (Water Safety Instructor), or ALS certification.

**Level III Open Water Advanced Lifeguard:** Certification in BLS CPR/First Aid, WSI advanced certification or Lifeguard certification and ALS certification.

## JOB SKILLS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements are representative of the knowledge, skills, and ability required.

# LIFEGUARD

## **Language Skills**

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

## **Mathematical Skills**

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

## **Problem Solving**

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.
- Can explain records, procedures to others as lead worker.
- Requires judgment regarding use of equipment, tools or material.

## **Specialized Skills and Abilities**

- Ability to evaluate safe and hazardous situations.
- Ability to respond to actions and situations clearly and concisely.
- Ability to implement proper approved methods needed to perform successful rescues.
- Ability to teach swim lessons and supervise other guards.
- Knowledge of environmental and human induced hazards in open water environment.
- Ability to properly monitor multiple activities.
- Ability to work independently outside direct supervision.
- Ability to pass a physical agility test.

## **LIFEGUARD**

- Ability to remain calm in stressful situations.
- Ability to take a teamwork approach to the job by cooperating with others, offering to help others when needed, and considering larger organization or team goals rather than individual concerns. Includes the ability to build a constructive team spirit where team members are committed to the goals and objectives of the team.

### **Machines and Equipment**

To accomplish the tasks of this position, the employee will be required to operate the following machines and equipment: pool cleaning net, long-handle brush, whistle, backboards, life saving hook, life ring, rescue tube, and cellular phone.

### **PHYSICAL DEMANDS**

While performing the duties of this job, the employee is regularly stand, sit, and use hands to finger, handle, or feel, and lift up to 25 pounds. The employee is frequently required to talk and hear. The employee is occasionally required to walk, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, and taste or smell. The noise level for this job is moderate. Special vision requirements are close, distance, color, and peripheral vision, depth perception, 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. While performing the duties of this job, the employee will frequently be exposed to outdoor weather conditions; occasionally exposed to high, sometimes precarious places, exposed to fumes and/or toxic or caustic chemicals.

Established: 10/99

Pay Grade: 3

Job Description Number: 8035

Category: 8

Status: NE

Revised: 1/2011