

# JOB DESCRIPTION

## LIFEGUARD I



Employee Name				
Department	PARKS AND RECREATION DEPARTMENT	Part-Time	Non-Exempt	Non-Union

### SUMMARY

Under the direct supervision of the Aquatic Manager or their designee, performs general supervision duties of the swimming pool area and is responsible for ensuring the safety of facility patrons by preventing and responding to first aid situations and emergencies. Maintains clean pool area.

### EDUCATIONAL REQUIREMENTS

- No educational requirements

### EXPERIENCE REQUIREMENTS

- No experience requirements

### ADDITIONAL REQUIREMENTS

#### LICENSE OR CERTIFICATION

- Lifeguard Certification
- CPR Certification
- AED Certification
- First Aid Certification

#### DRIVING

- Valid Driver's License- Desired

### KNOWLEDGE

KNOWLEDGE	REQUIREMENTS	
	ESSENTIAL	IMPORTANT
Knowledge of lifeguarding, first aid, CPR, AED, and oxygen skills	<input checked="" type="checkbox"/>	
Understanding of facility characteristics, rules, policies, and procedures	<input checked="" type="checkbox"/>	
Knowledge of aquatic programs, rules, and regulations		<input checked="" type="checkbox"/>
Knowledge of Parks and Recreation Department rules and policies		<input checked="" type="checkbox"/>

### REQUIRED ABILITIES *[Innate proficiencies]*

ABILITY	REQUIREMENTS	
	ESSENTIAL	IMPORTANT
Analyze situations	<input checked="" type="checkbox"/>	
Communicate verbally	<input checked="" type="checkbox"/>	
Concentrate	<input checked="" type="checkbox"/>	
Identify problems	<input checked="" type="checkbox"/>	
Initiate	<input checked="" type="checkbox"/>	

# JOB DESCRIPTION

## LIFEGUARD I



Manage pressure	<input checked="" type="checkbox"/>	
Problem solve	<input checked="" type="checkbox"/>	
Act independently		<input checked="" type="checkbox"/>
Attend to details		<input checked="" type="checkbox"/>
Think creatively		<input checked="" type="checkbox"/>

### REQUIRED SKILLS *[Learned proficiencies]*

SKILL	REQUIREMENTS	
	ESSENTIAL	IMPORTANT
Actively listen to fully understand circumstances	<input checked="" type="checkbox"/>	
Focus on details to reduce errors and increase efficiency	<input checked="" type="checkbox"/>	
Collaborate with others to maximize innovation and effectiveness		<input checked="" type="checkbox"/>
Communicate ideas, thoughts, knowledge and information to foster clarity and engage others		<input checked="" type="checkbox"/>
Manage time effectively to ensure all work is completed timely and effectively		<input checked="" type="checkbox"/>
Organize work to maximize productivity		<input checked="" type="checkbox"/>
Resolve conflicts to facilitate goal achievement		<input checked="" type="checkbox"/>
Use empathy to understand the point of view of others		<input checked="" type="checkbox"/>

### SUPERVISORY RESPONSIBILITIES

- No Supervisory Responsibilities

### REPORTS TO

- Aquatic Manager

### ESSENTIAL JOB FUNCTIONS

*[The fundamental job duties the individual must be able to perform, with or without accommodation; removal of these functions would fundamentally change the job]*

- Recognize and respond effectively in emergencies in accordance with facility emergency action plans
- Supervise a variety of activities in the aquatics center
- Provide for the health and safety of all aquatic center patrons, including ensuring that all areas of the pool are free of hazards, and that materials and equipment are in good repair and safe to use. Report any unsafe conditions or equipment to the supervisor
- Regular and routine onsite attendance

### SUPPLEMENTAL FUNCTIONS

*[These are job duties the individual must be able to perform, with or without accommodation; removal of these functions would NOT fundamentally change the job]*

- All other duties as assigned

# JOB DESCRIPTION

## LIFEGUARD I



### PHYSICAL DEMANDS

*CONSTANT = HOURLY*

*FREQUENT = DAILY*

*OCCASIONAL = WEEKLY*

*RARELY = MONTHLY*

	<i>CONSTANTLY</i>	<i>FREQUENTLY</i>	<i>OCCASIONALLY</i>	<i>RARELY</i>
Sitting	<input checked="" type="checkbox"/>			
Standing		<input checked="" type="checkbox"/>		
Walking		<input checked="" type="checkbox"/>		
Ascending/descending ladders (lifeguard stations)		<input checked="" type="checkbox"/>		
Reaching		<input checked="" type="checkbox"/>		
Bending		<input checked="" type="checkbox"/>		
Kneeling		<input checked="" type="checkbox"/>		
Crouching			<input checked="" type="checkbox"/>	
Carrying				<input checked="" type="checkbox"/>
Ascending/descending stairs				<input checked="" type="checkbox"/>

### WORK ENVIRONMENT

*CONSTANT = HOURLY*

*FREQUENT = DAILY*

*OCCASIONAL = WEEKLY*

*RARELY = MONTHLY*

	<i>CONSTANTLY</i>	<i>FREQUENTLY</i>	<i>OCCASIONALLY</i>	<i>RARELY</i>
Work in hot, cold, wet surroundings	<input checked="" type="checkbox"/>			
Exposed to continual, multiple distractions	<input checked="" type="checkbox"/>			
Indoor environments	<input checked="" type="checkbox"/>			
Work with or near chemicals			<input checked="" type="checkbox"/>	
Outdoor environments				<input checked="" type="checkbox"/>
Exposed to chemicals/fumes		<input checked="" type="checkbox"/>		

### EQUIPMENT

*CONSTANT = HOURLY*

*FREQUENT = DAILY*

*OCCASIONAL = WEEKLY*

*RARELY = MONTHLY*

	<i>CONSTANTLY</i>	<i>FREQUENTLY</i>	<i>OCCASIONALLY</i>	<i>RARELY</i>
Hand tools				<input checked="" type="checkbox"/>

### SOFTWARE

- No Software requirements

# JOB DESCRIPTION

## LIFEGUARD I



### Disclaimer

*This job description should not be construed as an exhaustive list of duties and responsibilities performed by persons assigned to this classification. It is not intended to limit or in any way modify the right of any supervisor or manager to assign, direct and control the work of employees under his/her supervision. All principle duties and responsibilities of this position are essential functions of the position. Job descriptions are reviewed on a regular basis and may be revised at any time. Revisions will be communicated to employees within the classification. This job description does not constitute a contract of employment; therefore, the company may exercise its employment-at-will rights at any time.*

I have received and understand the position description.

---

Employee Signature

---

Date

---

Employee Printed Name