

JOB DESCRIPTIONS POOL

Lead Lifeguard (Seasonal)

Department: Recreation Operations
FLSA Status: Non-Exempt
Classification: Safety Sensitive
Accountable To: Aquatic Supervisor/Public Works Director
Evaluated By: Aquatic Supervisor/Public Works Director
Created: May 2010
Last Revised: April 1, 2022

DEFINITION: Under the general direction of the Public Works Director and the daily direction of the Aquatics Supervisor, enforces water safety regulations and oversees swimmers at swimming facility, promoting patron health, enjoyment, and safety.

DISTINGUISHING CHARACTERISTICS: This is the journey level position in the Lifeguard series. The Lead Lifeguard is distinguished from the Aquatics Supervisor class by the lack of supervisory responsibility in the Lead Lifeguard class. Incumbents will perform duties with a higher degree of independence, knowledge, skills, abilities, and experience than those in the Lifeguard class.

ESSENTIAL FUNCTIONS: *(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).*

1. Enforces rules and regulations pertaining to pool operation and safety and supervises pool areas when in use.
2. Administers first aid and/or CPR as needed; performs water rescue functions.
3. Functions as a crew member within an emergency action plan for the handling of accidents in pool areas.
4. Maintains and directs others to meet standards of facility sanitation, assisting with cleaning and general maintenance of the facility.
5. Maintain facility compliance with State Health Department and other governing agencies.
6. Determines chlorine content and pH value of water with water testing kit and makes adjustments to water as appropriate.
7. Make complete check of facilities and equipment, approving proper conditions for opening pool facilities and notifying supervisor if improper conditions exist.
8. Checks visitors into the swimming facility and collects fees, assisting in cashier duties.
9. May conduct swim lessons or other instructional programs or events, and assist in the planning and implementation of same.
10. Performs duties of cashier and/or swim instructor as necessary.
11. Responds to public inquiries in a courteous manner; provides information within the area of assignment; resolves complaints in an efficient and timely manner.
12. Maintains proper physical fitness, mental alertness, and readiness to handle emergencies.
13. Prepares facilities and personnel for special events.

14. Assist in the planning, supervision, and direction of activities and functions of the swimming facility.
15. Provide adequate facility supervision and oversight, ensuring that lifeguard stations are adequately staffed.
16. Ensure swimming facility rules and regulations are posted for public view and ensure compliance of same.

QUALIFICATIONS FOR EMPLOYMENT:

Knowledge, Skills, and Abilities:

Knowledge of:

- Basic supervisory principles;
- Coordination of rescue efforts and emergency medical procedures;
- Life saving and water techniques;
- First aid and CPR procedures;
- Rules and regulations pertaining to the swimming pool facility;
- Pool equipment operation and health standards;
- Swimming and water safety instruction techniques; and
- Occupational hazards and standard safety practices.

Skill to:

- Swim with proficiency and endurance;
- Collect data and maintain routine records;
- Perform basic math, including measurement and weights pertaining to pool facility maintenance;
- Perform first aid and CPR; and
- Perform lifeguarding observation and water rescue techniques.

Ability to:

- Supervise lower level staff, as necessary;
- Recognize emergency and dangerous situations and react quickly and calmly;
- Enforce established policies, rules, and regulations;
- Work independently and follow through on assignments with minimal direction;
- Understand and follow oral and written instructions;
- Respond to requests and inquiries from the general public and employees;
- Communicate clearly and concisely, both orally and in writing; and
- Establish and maintain effective working relationships with those contacted in the course of work.

Required Certifications and Licenses:

Current certifications in Lifeguard Training, American Red Cross First Aid Basics, and American Red Cross Community CPR.

Experience and Training: (Any combination of training, education, and experience that would provide the required knowledge, skills, and abilities. A typical way to gain the required knowledge, skills, and abilities is):

Possession of a high school diploma or equivalent preferred, valid driver's license, and minimum of three years of lifeguard experience. Preference to current certified pool operator (CPO) and/or emergency medical technician (EMT).

Physical and Mental Requirements: ***[The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job].***

Strength and stamina to constantly position self in stationary positions for long periods of time. Dexterity and ability to move on slippery and uneven surfaces. Strength and ability to maintain sustained physical exertion. Ability to observe and detect swimmers in distress and efficiently perform rescue techniques. Ability to tolerate exposure to constant noise, solvents, and chemicals. Strength, dexterity, and ability to transport up to 50 pounds frequently; over 50 pounds with proper equipment or assistance. Ability to appropriately handle stress and interact with others, including supervisors, coworkers, clients, and customers. Regular and consistent punctuality and attendance. The ability to interact professionally, communicate effectively, and exchange information accurately with all internal and external customers.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and applicants are encouraged to discuss potential accommodations with the employer.

Working Conditions:

Outside environment includes exposure from cool temperatures to extreme heat, wind, wet and/or humid conditions. Occasional exposure to hazardous conditions/situations including toxic fumes or caustic chemicals. Frequent contact with members of the public by responding to requests for service and assistance; occasionally dealing with difficult or emotional situations; frequent interruptions; and works closely with others. The noise level is usually moderately to extremely loud.

I acknowledge that I have read the above job description and have received a copy for my records.

Signature: _____ Date: _____