



## **SUMMARY**

Under general supervision, opens, closes, and secures the pool facility; monitors activities in the water, pool decks, and ancillary areas of aquatics facilities to ensure the safety of patrons; explains and enforces swimming programs and pool policies, regulations, and rules. Performs rescues and administers first aid, CPR, and AED as needed; prepares facilities and sets up equipment for special activities and events; and performs related work as required.

## **SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from higher-level supervisory staff and direction from higher-level staff. Exercises no supervision over staff.

## **DISTINGUISHING CHARACTERISTICS**

This is the journey-level classification in the Lifeguard series responsible for performing the full range of lifeguard duties, including patron safety and opening/closing an assigned pool facility. Incumbents at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the aquatics operating procedures and policies. This classification is distinguished from the Aquatics Lead in that the latter is an advanced journey-level classification which provides technical and functional direction over assigned lifeguard staff.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

1. Provides aquatic safety and supervision for patrons; monitors activities in the water, pool decks, and ancillary areas of District aquatics facilities to prevent accidents and to ensure the safety and well-being of patrons.
2. Implements and monitors District policies and procedures; enforces aquatics regulations; cautions patrons regarding unsafe activities.
3. Responsible for opening, closing, and securing the facility, including setting and disarming alarm systems; checking equipment and placing in the proper location; covers and uncovers the pool; sets or removes lane lines; powers up and turns off electrical equipment and computers; ensures pool area is cleared prior to closing facility.
4. Prepares facilities and sets up equipment for scheduled aquatics activities and events; may assist in the implementation of aquatics programs and special events.
5. Performs all required lifeguard-training skills as needed.
6. Assists and aids in swim lesson programs under the direction of assigned Swim Instructor.
7. Provides high quality customer service in a safe and timely manner.
8. Inspects and maintains swimming and pool equipment for functionality, ensures proper placement and availability in the pool area, and recommends maintenance and repair, as needed.
9. Maintains pool and restroom areas in a safe and clean condition.
10. Maintains logs and records activities.
11. Participates in required training sessions, including safety drills and other emergency procedures.
12. Assists with District special events as needed.
13. Performs other duties as assigned.

## **QUALIFICATIONS**

### **Education and Experience:**

- One season of experience performing American Red Cross certified lifeguard duties.

### **Knowledge of:**

- Principles and techniques of lifeguarding, including lifesaving methods and procedures.
- Proper opening, closing, and aquatics facility set-up procedures.
- Operational characteristics of water rescue safety equipment and devices.
- Principles and practices for providing high level of customer service.
- Modern office practices, methods, and computer equipment and applications.



## **Ability to:**

- Learn and understand the organization and operation of the District's aquatics facilities.
- Learn, monitor, and enforce relevant laws, rules, regulations, policies, and procedures.
- React to and handle swimmer rescue and medical emergencies in a safe and effective manner.
- Administer first aid, CPR, and AED as needed.
- Maintain order and safety in a crowded and noisy environment.
- Maintain facilities and equipment in a clean, safe, and secure manner.
- Perform work in an efficient, effective, safe, and timely manner.
- Demonstrate strong customer service skills and establish, maintain, and foster positive and effective working relationships.
- Use English effectively to communicate in person, over the telephone, and in writing.

## **Licenses and Certifications:**

- At time of appointment, American Red Cross Lifeguard certification maintained throughout employment.

## **PHYSICAL DEMANDS**

Work is primarily performed within a public swimming pool environment, where stamina is needed to perform moderate to heavy lifting of pool equipment and furniture or children and adults who may require removal from the pool, and to stay in the pool for prolonged periods. Must possess the mobility to stand, stoop, kneel, reach, bend, climb, push and pull materials and equipment, and swim while wearing an appropriate uniform with protective equipment. Vision and hearing must be sufficient to see and hear adults and children in crowded and noisy conditions and/or situations. Must also possess: the mobility to work in an office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person or by using a telephone and radio. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or to operate safety equipment. Must possess the ability to swim distances and dive to pool depths, as determined by testing/certification authorities, and to lift 150 pounds or heavier weights with assistance and/or the use of proper equipment.

## **ENVIRONMENTAL ELEMENTS**

Incumbents work outdoors in a pool environment with wet and slippery conditions, and are exposed to variable weather conditions; may be exposed to chlorine, acids, and other chemicals at aquatics facilities, as well as blood and body fluids while rendering first aid and CPR. Incumbents will interact with individuals in interpreting and enforcing rules, policies, and procedures.

## **WORKING CONDITIONS**

Incumbents may be assigned an irregular work schedule, including weekends, early mornings, evenings, and holidays.

## **PRE-EMPLOYMENT CONDITIONS**

- Department of Justice fingerprint clearance.
- TB Test.
- Work Permit if applicable.

## **CLASSIFICATION DETAILS/HISTORY**

Job Code: PT272

FLSA Status: Non-Exempt

Supersedes: Lifeguard/Instructor dated 3/14/07