



JOB DESCRIPTION

Lifeguard

Reports to: Pool Manager and in the absence of the Manager, the Head Lifeguard
Status: Part-time/Seasonal - Non-Exempt

Position Summary:

Under the supervision of the Swimming Pool Manager, and in the absence of the Manager, and the Head Lifeguard, the Swimming Pool Lifeguard has the responsibilities of maintaining order at the pool facility by preventing accidents through the enforcement of policies, rules, regulations, and ordinances governing the conduct of patrons. Lifeguards are also responsible for monitoring the pool facilities for potential hazards or unsafe conditions, providing first aid to patrons, custodial duties in maintaining the pool facilities, public relations, and all other duties as necessary or required. This position requires weekend and holiday work.

Examples of work (essential functions):

- Carry out all duties assigned by the Swimming Pool Manager and Head Lifeguard.
- Perform First Aid and CPR when called upon.
- Safety.
- Watch the assigned area in rotation to prevent accidents and injuries. See that necessary precautions are observed to insure the health, safety, & welfare of patrons.
- Aid the pool manager and assistant manager in every way necessary to keep the pool facility running smoothly.
- Report promptly at assigned time of duty and remain on duty status until the designated shift has been completed.
- Enforce the Dayton Swimming Pool rules and regulations and adhere to the policies of the facility and aid in controlling the behavior of those patrons who use the facility. (Remind patrons of pool rules when necessary in a polite, firm manner, and contact management if necessary.)
- Maintain positive public relations at the swimming pool.
- Document and report all disciplinary problems and accidents to the Manager or Head Lifeguard, reports will be neat and concise.
- Custodial duties in maintaining a clean facility including but not limited to bathrooms, trash picked up in and outside of facility, pool vacuumed as required by the Manager or designee.
- Inform the Manager or Head Lifeguard when supplies are needed and if equipment needs repaired.
- Attend all scheduled staff meetings and trainings

- Check all gates and doors at closing time
- Other duties as deemed necessary or as required.

Education & Experience: Must have Lifeguard Training Certification, CPR & First Aid Certification.

Age: Must be sixteen years of age or older.

Skills: The ability to readily accept instructions from those in a supervisory capacity; to be able to accept constructive feedback; and to project good public relations. This employee should have the ability to follow department policies and procedures and to concentrate on tasks in the presence of distractions. Be able to understand and follow instructions. This employee should have excellent public relation, oral and written communication skills. This employee must be able to count money and change correctly. Worker will be trained to operate equipment properly.

Problem Solving: Problem solving is a factor in this position. The employee encounters problems answering questions and concerns of the general public and customers who may be dissatisfied with policies and procedures.

Decision-Making: Decision-making is a factor in this position. This employee makes decisions concerning enforcement of policies and rules, and performing daily duties in the most efficient manner.

Accountability: Employee is not responsible for budgetary control of the department. The employee does not participate in the annual department budget process.

Supervision: The Swimming Pool Manager and Head Lifeguard provide supervision to the lifeguard staff and review lifeguard related decisions.

Personal Relations: Daily contact with the general public, co-workers, supervisory personnel, and other departments are expected as well as occasional contact with members of the city council.

Working Conditions: Manual labor is required. Extreme weather conditions and working with chemicals are factors in this position.

Physical Requirements: Physical exertions to manually move, lift, carry, or push heavy objects. Climbing in and out of the swimming pool, up and down ladders. Employee should have the ability to express or exchange ideas by means of verbal and written communication as well as the ability to convey detailed or important instructions to other employees and the general public.