

City of Fairmont

POSITION DESCRIPTION

LIFEGUARD

DEPARTMENT: Aquatics
FLSA CLASSIFICATION: Non-Exempt
REPORTS TO: Headguard
SUPERVISES: None

DEFINITION: The Fairmont Aquatic Park lifeguard monitors and educates facility patrons, lesson participants, and fitness participants on facility and water safety while maintaining a safe enjoyable atmosphere for all visitors alike.

To perform this job successfully, an individual must be able to perform each duty satisfactorily. The requirements listed below are representative of the knowledge, skill and abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position. The Essential functions listed below are intended as illustrations of the various types of work that may be performed. The omission of specific duties does not exclude them if the work is similar, related or a logical assignment to the position.

ESSENTIAL FUNCTIONS OF THE JOB:

Overall Position Responsibilities

- Possess general knowledge pertaining to hours and operations of site and emergency procedures.
- Recognize and respond effectively in emergency situations.
- Immediately report accidents and injuries to management.
- Respond to patron inquires/concerns and if needed, refer to management.
- Understand, explain, and enforce rules, regulations, and policies to ensure patron health and safety.
- Monitor designated areas to recognize signs of danger and report unsafe conditions/equipment to management.
- Perform cleaning duties, including but not limited to site buildings, grounds, and pool areas.
- Attend and participate in staff training.
- Ensure safety standards are met and facility policies are adhered to.
- Perform other tasks as necessary and assigned.

Responsibilities Related to Lesson Instruction

- Provide positive corrective feedback to lesson participants pertaining to behaviors and swimming skills exhibited during lessons.
- Understand, explain, and demonstrate swimming stroke movements.
- Constructively utilize time to provide lesson instruction, skills practice, and activities focusing on water safety, skills, and adjustment.
- Maintain constant supervision of participants to ensure their safety.
- Present instructions in a positive encouraging age-appropriate manner.

Responsibilities Related to Fitness Instruction

- Demonstrate, explain, and lead participants; providing warm-up, exercise, stretch, and cool-down periods.
- Present instruction in a positive encouraging manner.

EQUIPMENT USED:

This position uses a variety of equipment typical to a traditional office and aquatic setting. Such equipment may include, but is not limited to; computer, printer, telephone, pool vacuum, leaf blower and hand/lawn tools.

REQUIRED KNOWLEDGE AND ABILITIES:

- Through knowledge and application of lifeguarding skills, rescue techniques, and first aid.
- Cheerful and friendly disposition.
- Proficient in interacting with people of various ages from diverse backgrounds.
- Understanding and practice of positive customer service.
- Cooperate and work well with other staff members.
- Ability to handle physical requirements of outdoor work.
- Ability to work under pressure.
- Quick and skillful thinking, primarily in emergency situations.

MINIMUM QUALIFICATIONS:

- High School Diploma or in the process of obtaining a High School Diploma.
- Must be at least 15 years of age.
- Must possess current American Red Cross Lifeguard Training (CPR/AED) certification.
- Ability to lift and move 50 pounds.

CONDITIONS OF EMPLOYMENT:

- Must comply with organizational and departmental policies.

WORK SCHEDULE:

This is a seasonal position. The facility is operational 7 days a week; day, evening and weekend work is required. Hours are based on business and staff scheduling needs.

WORK ENVIRONMENT/PHYSICAL DEMANDS:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position requires the employee to work alone, with others, around others and have contact with the public.

This position will work primarily outdoors, with varying weather conditions, hot temperatures, and high exposure to the sun.

Activities that will **occur continuously**, 5-8 hours: sitting, walking, standing, lifting, carrying, reaching, hand/eye/foot coordination, hearing, repetitive motions.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

ACKNOWLEDGEMENT:

I have read this job description and fully understand the requirements set forth herein. I understand that this is to be used as a guide and that I will be responsible for performing other duties as assigned. I further understand this job description does not constitute an employment contract with the City of Fairmont.

_____	_____	_____
Employee Signature	Printed Name	Date