

CITY OF COLUMBIA FALLS

POSITION DESCRIPTION

APRIL 2002

POSITION: Lifeguard

DEPARTMENT: Parks/Pool

ACCOUNTABLE TO: Pool Manager

SUMMARY OF WORK: Non-exempt seasonal position which under general supervision performs lifeguard duties to insure the safety of the facility patrons by preventing and responding to emergencies. Work varies little following established guidelines.

NATURE OF WORK: This position performs lifeguard duties. Requires work outdoors in sun, heat, rain and dealing mainly with young people. Must be people oriented. Must be able to work flexible schedule. Position must be decisive in emergency situations as life may be in danger.

PERSONAL CONTACTS: Daily contact with pool patrons and pool employees.

SUPERVISION EXERCISED: None.

ESSENTIAL JOB FUNCTIONS: Position requires ability to: communicate orally, in writing, and also through hand/equipment signals; teach; perform all lifeguard duties including swimming, rescue, tow, assisting patrons in the water. Must be certified as: Lifeguard with certification in CPR and First Aid. Physical Requirements: Visually inspect pool; hear distress calls; ability to stand for up to two hours, walk or sit; ability to lift/carry up to 35 pounds (greater with assistance); ability to bend/stoop, twist, squat, kneel and climb; and ability to reach at, above, or below shoulder level. Hazards of position may include exposure to hazardous chemicals, body fluids, hot sun, dry skin, and heat related problems

AREAS OF JOB ACCOUNTABILITY AND PERFORMANCE:

- Provides and maintains a safe environment for patrons.
- Observes, prevents accidents, and minimizes or eliminates hazardous situations.
- Recognizes and responds effectively to emergency situations.
- Administers emergency first aid if needed.
- Enforces facility rules and regulations.
- Assists with swimming lesson classes.
- Cleans facility as assigned.

Lifeguard
Adopted by Council July 17, 2000
Updated for 2002 Season

- Teaches swimming classes if needed.
- Completes records and reports.
- Participates in training.
- Inspects the aquatic facility and reports unsafe conditions and equipment.
- Keeps physical fitness level strong.
- Performs other duties as required.

JOB REQUIREMENTS:

Knowledge: This position requires an understanding of facility policies and procedures; pool safety; CPR and first aid. Thorough knowledge and application of lifeguarding, surveillance, and rescue techniques.

Skills: This position requires skills in swimming, rescue, CPR and first aid.

Abilities: This position requires the ability to: work well with children; deal effectively with difficult people; know and follow safety procedures; be aware of and remove hazards; be decisive; follow verbal and written instructions; establish effective working relationships with fellow employees, supervisors, and the public. Leadership qualities and public relations skills.

EDUCATION AND EXPERIENCE:

The above knowledge, skills, and abilities are typically acquired through a combination of education and experience equivalent to:

- High School classes.
- Must possess Red Cross certification for CPR, First Aid, and Lifeguard Training – or the ability to obtain before the season starts.
- Experience as a lifeguard preferred.
- Must be 15 years of age.

JOB PERFORMANCE STANDARDS:

Evaluation of this position will be based primarily upon performance of the preceding requirements and duties. Examples of job performance criteria include, but are not limited to, the following:

- Competently provides for a safe and enjoyable swimming experience for patrons.
- Competently enforces facility rules and regulations.
- Acts decisively and capably in emergency situations.
- Watches for and removes hazards.
- Maintains clean pool, deck, and locker room areas.
- Competently completes records and reports.