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**Job Title:** Recreation Center Lifeguard  
**Department:** Parks and Recreation  
**Status:** Hourly Employee – Seasonal/Temporary  
**Reports To:** Parks and Recreation Supervisor, Pool Monitor  
**Education:** at least 15 years of age  
**Certification:** American Red Cross Lifeguard and American Red Cross CPR/AED for Lifeguards  
**Special Skills:** An ability to facilitate positive community relations is required.

**DUTIES & RESPONSIBILITIES:** Duties include but are not limited to:

1. Remain watchful and alert while on the lifeguard stand, be in good posture, have equipment ready for emergency and appear and be professional.
2. Prevent accidents in the water, on the immediate deck, and in the rest rooms.
3. Rescue and give emergency care to victims when needed.
4. Enforce all Pool Rules and Regulations. (This includes employees having to follow safety rules)
5. Maintain a clean and sanitary facility; help with the maintenance of the building, dressing areas, concession stand, etc.
6. Maintain lifeguard equipment and lifesaving equipment in good condition and ready to use at all times. Report to Supervisor of any broken or unsafe equipment. (DO NOT USE UNSAFE EQUIPMENT)
7. Attend all training sessions and guard meetings. You must attend all training sessions to complete your training with the City and be employed.
8. Be tactful and use good public relations techniques. Treat all guest and members in a friendly and respectful manner. Do not argue with any of the patrons. Your job is to secure the safety of the public while they are visiting our facility. Refer any problems to a Supervisor, while on duty you are not able to leave your post.
9. Inspect pool and the ground area daily. Report any problems to the Pool Monitor and Supervisor.
10. Report to work when scheduled and be prepared to go on duty. Always bring uniform to work; bathing suit, T-shirt, sunscreen, eyewear, sun visor, and whistle. There will be no excuse for not being in uniform.
11. Responsible for cleaning the pool, pool office and facility.
12. Must be on stand at the beginning of shift even if there is no one in the pool
13. Stand Guards will rotate every 20 minutes. Rotating guard will have a 10-min break and will spend 10 min. walking the pool, and checking the bathrooms.
14. After all guests have cleared pool area, and the facility is clean, you will be required to walk the pool, scanning the bottom before leaving.
15. Working the pool parties will be on a volunteer basis, if we cannot get volunteers you will be scheduled.
16. Lifeguards must be capable of following supervisor's instructions.

Director's Signature \_\_\_\_\_

Date \_\_\_\_\_

Employee Signature \_\_\_\_\_

Date \_\_\_\_\_

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**THE ABOVE STATEMENTS ARE INTENDED TO DESCRIBE THE GENERAL NATURE AND LEVEL OF WORK BEING PERFORMED AND ARE NOT INTENDED TO BE AN EXHAUSTIVE LIST OF ALL RESPONSIBILITIES, DUTIES AND SKILLS WHICH MAY BE REQUIRED. ALL EMPLOYEES ARE EXPECTED TO PERFORM TASKS AS ASSIGNED BY SUPERVISOR.**