

Pleasant Valley Recreation and Park District, CA



JOB DESCRIPTION

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

LIFEGUARD

Department: Recreation

Pay Grade: P101

FLSA Status: Non-Exempt

JOB SUMMARY

Under direct supervision, provides swimming instruction for various levels of classes. Performs life guarding duties for public swimming and instruction.

ESSENTIAL JOB FUNCTIONS

- Instruct and/or assist with instruction of swimming lessons for all ages and abilities by following a structured lesson plan.
- Respond to public inquiries made by telephone, correspondence, while maintaining a professional attitude and appearance.
- May open, close, secure, and maintain a safe program environment and facility by enforcing District rules and regulations.
- Respond to injuries, and perform water rescues by administering First Aid, CPR, and rescue breathing if needed and adhering to District guidelines, policies & procedures.
- Assist in minor maintenance of recreational facilities to include setting up/breaking down equipment in addition to cleaning and stocking facilities.
- Perform cash handling duties using basic mathematical calculations with speed and accuracy, receive payment, count money, make change, and prepare District reports.
- Perform other related duties as assigned.

QUALIFICATIONS

Education and Experience:

A minimum of two years of high school with a work permit or GED with Lifeguard Certifications are required.

- **Water Safety Instructor (WSI):** must possess Lifeguard and Water Safety Instructor certification; six (6) months experience teaching swim lessons. While performing the duties of a WSI, employees will earn a 5% differential above their regular rate of lifeguard pay.
- **Head Lifeguard:** must possess Lifeguard certification; six (6) months lifeguard experience. While performing the duties of Head Lifeguard, employees will earn a 10% differential above their regular rate of lifeguard pay.

Special Qualifications:

Required American Red Cross certifications (before start of employment): Lifeguarding, Standard First Aid, CPR for the Professional Rescuer and AED. In addition to the required certifications, the American Red Cross WSI (Water Safety Instructor Certification) is preferred for Lifeguards and required for Water Safety Instructors. This position requires less than average amount of driving for those over 18 years of age and therefore must have daily access to a vehicle and possess a valid California Driver's License and maintain appropriate insurance on vehicles used in the course of business duties. Position may involve driving to events as a representative of the District. The successful candidate must pass a Department of Justice Live Fingerprint Scan, Background/Reference Check, Screenings for Alcohol, Drug and Tuberculosis prior to the start of employment.

Knowledge, Skills, and Abilities:

- Knowledge of water safety, and pool rules and regulations.
- Knowledge of District guidelines, policies, and procedures.
- Skills in swimming sufficient to perform lifesaving techniques and rescues.
- Ability to speak sufficient to exchange information in person, on the telephone, or at formal presentations.

PHYSICAL DEMANDS

The work is categorized as heavy. Additionally, the following physical abilities are required:

- **Mobility:** frequently required to stand, bend, stoop, kneel, reach or crouch; sit or stand for extended periods of time; and lifts, pushes and pulls 50 pounds when responding to emergency lifesaving situations.
- **Dexterity:** frequent use of hands to finger, handle, or feel; operate pool equipment; frequent grasping, holding, and reaching.
- **Hearing/Talking:** frequent hearing and talking, in person and on the phone or two-way radio.
- **Lifting:** The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 75 pounds.
- **Hearing and Vision:** sufficient to communicate across a noisy public swimming pool. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.
- **Emotional/Psychological:** frequent concentration; frequent public and/or coworker contact; occasional working alone.
- **Hazards:** Chemicals associated with a swimming pool; contact with blood, other body fluids, and communicable diseases; and slippery, uneven surfaces.

WORK ENVIRONMENT

Works inside and outside in seasonal climate and weather conditions; works on slippery surfaces, where water and swimming pool chemicals are frequently encountered; may drive a vehicle to different locations; works irregular schedules including evenings, weekends, and holidays; and subject to emergency situations.

Pleasant Valley Recreation and Park District has the right to revise this position description at any time and does not represent in any way a contract of employment.

Employee Signature

Date

Supervisor (or HR) Signature

Date