



LIFEGUARD JOB DESCRIPTION

POSITION: LIFEGUARD
REPORTS TO: AQUATICS DIRECTOR
SUPERVISES: POOL PATRONS

CATEGORY: SEASONAL
FLSA STATUS: NON-EXEMPT

POSITION SUMMARY:

Under the direct supervision of the Aquatics Director, Lifeguards ensure the safety and satisfaction of Littleton Pool patrons and/or participants by enforcing the policies and procedures of the Littleton Recreation and Park Department.

ESSENTIAL JOB FUNCTIONS:*

- Safeguard patrons and other persons using the swimming pool or facilities.
- Rescue swimmers in distress and administer CPR and/or AED as required.
- Enforce the rules and regulations relating to pool activities.
- Prepare daily time sheets.
- Check water, pH, and chlorine as directed by the Aquatics Director and report any imbalances.
- Keep a record of and collect money for daily attendance, pool programs, and concessions.
- Reports the following to the Aquatics Director, or designated staff person:
 - Insufficient pool chemistry
 - Presence of animals, vermin or insects
 - Need for cleaning supplies or equipment repair in advance
 - Water leaks, and other maintenance needs
 - All other health and safety hazards noticed
- Attend and participate in in-service training as requested.
- Complete daily checklist of opening and closing tasks.
- Work evenings and weekends as requested. MUST be able to work three weekends a month.
- Performs other duties as assigned.

** Please Note: The above statements are intended to describe the general nature and level of work performed by a person in this position. They are not to be construed as an exhaustive list of all duties that may be performed in such a position.*

QUALIFICATIONS:

Knowledge of:

- Principles, practices and application of lifesaving and first aid techniques.
- Swimming techniques and methods.
- General rules and regulations pertaining to pool use.

Ability to:

- Adhere to LPRD core values and principles while maintaining a positive image of the organization to members of the community.
- Follow written and oral instructions.
- Maintain CPR, AED, and Lifeguard/First Aid certifications.
- Enforce pool rules and regulations while maintaining a safe and secure environment at all times.
- Recognize and mitigate potential hazards and risks.
- Act quickly and calmly in emergencies.

- Maintain accurate records and cash register recordings.
- Work cooperatively with diverse populations.
- Provide outstanding customer service.

PREFERRED QUALIFICATIONS:

- American Red Cross Lifeguard and Professional Rescuer or equivalent.
- Certified in CPR and First Aid from an accredited source.
- 2 Years of experience as a Lifeguard.

PHYSICAL DEMANDS & WORKING CONDITIONS:

- Ability to lift at least 55 pounds.
- Perform work activities that include lifting, carrying, and moving objects; walking, sitting, stooping, kneeling, and climbing; reading and communicating with others in writing and orally.
- Work environments include:
 - Outdoor environmental conditions
- Required to work nights, weekends, holidays, and multiple shifts when needed. **MUST** be able to work three weekends a month.
- Possess personal qualifications including emotional maturity, willingness to cooperate with various organizations, respect for children and adults from various cultures and backgrounds, flexibility, patience, good personal hygiene, and physical and mental health that do not interfere with responsibilities.
- Use of protective equipment per OSHA regulations is required.
- Possible exposure to communicable diseases.

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Updated by: Caitlin Leverone

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This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.