

## CITY OF AIRWAY HEIGHTS JOB DESCRIPTION

**TITLE:** Lifeguard  
**DEPARTMENT:** Parks, Recreation & Community Services  
**REPORTS TO:** Aquatics Supervisor  
**WAGE:** \$14.42 - \$17.22/Hour

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*This is a part time temporary position, and may be required to work early mornings, evenings, weekends, and holidays. Schedule of work hours may vary based on assigned duties.*

### **NATURE OF WORK:**

This position will monitor activities in and around the aquatics facility, watching for potential hazards or unsafe conditions, maintain order throughout the natatorium, and ensure the safety of all patrons. The primary objective of this position will be to prevent accidents through the enforcement of policies, rules, and regulations governing the conduct of patrons. Lifeguards will administer first aid, set up and take down equipment, perform pool maintenance, and instruct swimming lessons.

### **ESSENTIAL DUTIES:**

- Maintain constant surveillance in and around the natatorium, cautioning patrons of unsafe practices and safety hazards
- Provide necessary care to patrons in distress or in danger of drowning, including rescue breathing, CPR, and First Aid when necessary
- Act immediately and appropriately to secure the safety of patrons in the event of an emergency
- Maintain order in the pool and adjoining areas and control and report unruly behavior
- Instruct a variety of swimming classes and lead other various water activities
- Assist in monitoring accurate attendance records
- Responsible for water quality testing
- Recognize and report a potential for unhealthy water quality levels and or temperature discrepancies
- Assist in maintaining swimming pool equipment and supplies
- Ensure that all pool equipment is stored safely and that any lost items are logged and stored appropriately
- Assist with general facility maintenance and cleaning duties as assigned
- Maintain all American Red Cross certification updates as required and requested through personal ARC accounts
- Recognize and inform the Head Guard of locker room and pool maintenance needs including cleaning, restocking, and minor repairs
- Carry out duties assigned by the Head Guard, Aquatic Coordinator, or Aquatics Supervisor
- Perform other duties as assigned

**SKILLS AND ABILITIES:**

- Make quick decisions concerning enforcement of policies and rules while performing daily duties
- Remain calm and use good judgment in times of unexpected emergencies
- Readily accept instructions and execute with a sense of urgency
- Provide emergency care and treatment as required until the arrival of emergency medical services
- Remain alert and attentive during work shift
- Concentrate on tasks in the presence of distractions
- Follow department and facility policy and procedures
- Lead and control a group of participants with confidence and care
- Interact with the public in an effective, customer-friendly manner, and establish and maintain effective working relationships with City staff and other outside organizations

**MINIMUM QUALIFICATIONS:**

- Must pass the Swim Test
- Successfully complete a criminal history check
- Must be at least 16 years of age
- Must be able to obtain prior to hiring:
  - Lifeguarding Certification
  - Water Safety Instruction Certification

**PHYSICAL DEMANDS:**

The demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to walk, sit, or run. The employee uses hands to finger, handle, feel, or operate objects, tools, or controls; and reach up with hands and arms. The employee is required to lift or move up to 50 pounds. Specific vision requirements are close vision, color vision, and the ability to adjust focus. The Lifeguard will be required to climb in and out of the swimming pool as well as up and down ladders or lifeguard chairs. The position requires proficient swimming ability and endurance. Must perform the proper application of rescue and first-aid techniques. Must maintain minimum fitness level to be able to pass appropriate swim test administered by Aquatics Supervisor. Must be in good physical and mental health, capable of meeting the demands of all aquatic areas including public locker rooms and family changing rooms.

**WORK ENVIRONMENT:**

While performing the duties of this job, the employee occasionally works near moving mechanical parts, and or pool mechanical systems. The employee is exposed to wet and dry conditions, fumes, and toxic or caustic chemicals. The noise level in the work environment is usually quiet while in the office, and moderately loud when in the facility. The employee may be exposed to stressful situations as a result of human behavior.

**SELECTION PROCESS:**

- City of Airway Heights employment application with resume attached
- Rating of education and experience
- Swim Test, Oral interview, and reference check
- Criminal History check

**ORIGINATION DATE:** January 14, 2019

**EEO CATEGORY:** Professional

**STATUS:** Non-Exempt

*The statements contained herein reflect general details a necessary to describe the principle functions of this classification, the level of knowledge and skills typically required and the scope of responsibilities, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance workload. This job description does not constitute an employment agreement between the City and the employee and is subject to change as the needs of the City and requirements of the job change.*

**Date:** \_\_\_\_\_

**Manager:** \_\_\_\_\_

**Employee:** \_\_\_\_\_