

LIFEGUARD/SWIM INSTRUCTOR

DEFINITION

Under general supervision, maintains safe swimming conditions in the pool, on deck, and surrounding areas; creates a safe and positive atmosphere that ensures patron safety in accordance with policies and procedures; enforces all facility rules and regulations; and provides competent, safe instruction and motivation for students enrolled in the City's summer aquatics programs.

SUPERVISION RECEIVED AND EXERCISED

This classification receives general supervision from assigned administrative and/or management staff.

ESSENTIAL JOB FUNCTIONS (Illustrative Only)

- Maintain constant surveillance of the pool area when lifeguarding;
- Instruct swimming lessons in accordance with City guidelines;
- Assist in the day to day activities at City aquatics facilities;
- Safeguard and rescues swimmers in danger of drowning and administers first aid and emergency care when needed;
- Assist in written information relating to lessons, registrations, incidents/accidents; and reports;
- Maintain a high level of customer service to the public and positive relations with the staff;
- Professionally enforce facility rules regarding use of the pool, locker rooms and general area;
- Assist with general facility maintenance and cleanliness;
- Support higher level staff;
- Must be able to work varied schedules, including weekends and split shifts;
- Perform other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Lifeguarding safety policies, water hazards, lifesaving techniques and first aid;
- Aquatics instruction theory and practices, including swim lessons and children's programs;
- Municipal pool policies, regulations and procedures;
- Applicable federal, state, and local laws, rules and regulations;
- Materials, equipment, and supplies used in the aquatics program;
- Safe work practices and regulations.

Skill In:

- Maintaining positive public and employee relations;
- Learning to conduct swimming classes;
- Recognizing hazardous situations;
- Following and enforcing safety rules, and applicable laws, regulations, and policies;
- Understanding and following oral and written instructions;

- Communicating effectively verbally and in writing;
- Taking direction regarding prioritizing a variety of work activities;
- Assisting in overseeing groups of program/facility users;
- Establishing and maintaining effective working relationships with those contacted in the course of the work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required minimum qualifications would be enrollment in a post elementary education program leading to a high school diploma or equivalent.

Licenses and Certifications:

Possession of a valid Class C California Driver's License and a satisfactory driving record. Must possess a current American Red Cross Lifeguard Training, First Aid and CPR for the Professional Rescuer certification by time of appointment.

Special Requirements:

Must be at least 15 years of age at time of appointment.

Physical Demands:

Must possess mobility to work in a standard office setting and to use standard office equipment, including a computer; close vision and the ability to adjust focus; and hearing and speech to communicate in person and over the telephone. Must possess the strength and stamina to perform lifeguarding duties, such as swim, tread water, and retrieve/lift heavy swimmers; stamina to sit and/or stand for long periods of time, exert moderate physical effort in maneuvering facility or aquatic equipment, typically involving some combination of running, stooping, kneeling, crouching and crawling, lifting, carrying, pushing and pulling.

Working Conditions:

Incumbents are exposed to a variety of weather conditions and are required to tolerate very hot and very cold temperatures, work on uneven and/or slippery surfaces, exposed to the sun and water, and may be exposed to blood or bodily fluids while rendering first aid and CPR.

This class description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the class change.