

Job Title: Lifeguard I

Pay Rate: \$11.55/hr. – \$15.32/hr.

Department: Aquatic Center, City of Craig

Immediate Supervisor: Aquatic Center Manager

Date Revised: September 28, 2023

Position Summary

The Lifeguard I ensures the safety of all pool patrons, enforces all City of Craig Aquatic Center rules and performs rescue procedures in the event of an emergency. He or she performs maintenance duties and other miscellaneous duties as assigned.

Duties & Responsibilities

Duties and responsibilities include, but are not limited to:

- Provides for the safety of the Craig Aquatic Center patrons by maintaining constant watch over pool activities and by enforcing pool rules and regulations.
 - Prevents problems by stopping swimmers from potentially dangerous activities.
 - Performs rescues.
 - Performs First Aid if Lifeguard I is at least 18 years of age.
 - Keeps knowledge and skills of emergency procedures, rescues, and first aid at test ready level.
 - Reports all incidents and accidents using proper forms and procedures.
- Contributes to the public's entertainment and participation in pool programs by providing correct information on all aspects of swimming activities.
 - Answers questions accurately and provides information to patrons via phone and in person.
 - Is always respectful and welcoming to patrons, even in adverse situations.
- Contributes to the cleanliness, maintenance, and operation of the Craig Aquatic Center facility.
 - May perform water tests as assigned.
 - Performs daily cleaning duties to a satisfactory level.
 - Assists in annual cleaning, repair, and maintenance of the pool facility.
 - Assists with office duties such as answering phones, making pool passes, using the cash register, and answering general questions from the public.

- Performs all other duties as assigned.

Qualifications

- Must be 15 years of age or older.
- Must possess valid Red Cross Lifeguarding/First Aid/CPR/AED Certification.
- Red Cross WSI Certification recommended.
- Must maintain a level of physical fitness necessary to perform job functions.
- Must attend all staff meetings and in-service training sessions.
- All lifeguards are expected to wear the uniform provided to him/her and arrive at the workplace on days expected in a timely manner.
- The person holding this position must possess leadership qualities and quick decision making skills.

Supervision

The Lifeguard I works under the general supervision of the Aquatic Manager and under the direct supervision of the Head Lifeguard or Lifeguard III. The Lifeguard I may also work under the supervision of a Lifeguard II.

Language Skills

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent, and to draw and interpret bar graphs.

Reasoning Ability

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Physical Demands

The physical demands described here 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 regularly required to sit, stand, and walk. The employee must occasionally lift and/or move up to 50 pounds.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

Position

This position may be temporary, part-time or full-time as specified on each individual Personnel Action Form. The City of Craig is an Equal Opportunity Employer.

Note: Reference is made to The City of Craig Employee Handbook for subjects not included in this job description. The Handbook takes precedence over this job description.

Printed Name

Signature

Date