

LEAD SEASONAL LIFEGUARD - POOL

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

Under general supervision, acts as a lead lifeguard at the City's pools; instructs and leads the work of subordinate lifeguards; observes and supervises the activities of patrons in the pool and surrounding area to ensure the safety of swimmers; explains and enforces the policies, rules and regulations of the swimming programs and pool to protect life and prevent accidents, rescues swimmers in emergency situations and administers first aid; conducts instructional swimming classes; assists in the maintenance of facilities and equipment, and performs other related work as assigned.

EXAMPLES OF DUTIES – *Examples of duties performed by employees in this class may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.*

Helps and participates in the implementation of aquatic programs; assists in the assignment and functional supervision of subordinate staff; helps train and instruct new and less experienced employees in proper work methods, tools, equipment and safety precautions; ensures safety of pool areas; maintains an awareness of the hazards associated with the aquatic environment to which assigned, informs the public in an appropriate manner of these hazards and how to avoid them; provides primary or secondary lifeguard duties to include swimming instruction; rescues persons in distress or persons who are in danger of drowning; administers medical aid and performs cardiopulmonary resuscitation; responds to complaints and inquiries from the general public; enforces or informs the public regarding rules, regulations, codes, laws and other applicable restrictions; participates in the maintenance and upkeep of equipment and facilities; updates and prepares logs, documents and reports; helps with the collection and accounting of daily cash receipts; completes cash reports; builds and maintains positive working relationships with co-workers, other City employees and the public using principles of good customer service; and performs other duties as assigned.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Operational characteristics, services and activities of an aquatics program.
- Methods and techniques of swimming and lifeguarding.
- Principles and practices of lifeguarding.
- Methods and techniques of C.P.R. and first aid.
- Principles of supervision and training.
- Principles and practices of public relations.
- Cash collection, record-keeping and reporting.
- English usage, spelling, grammar and punctuation.
- Computer equipment and software applications related to assignment.

Ability to:

- Maintain good physical fitness and agility; swim with proficiency and endurance.
- Assist in training and supervising the activities of lifeguard staff.
- Interpret and explain aquatics program policies and procedures.
- Analyze situations and adopt a quick, effective course of action..
- Administer first aid and C.P.R. as necessary.
- Swim with endurance and proficiency at a level necessary to perform assigned duties
- Enforce applicable rules, codes, laws and regulations.
- Respond to request and inquires form the general public.
- Communicate clearly, both orally and in writing.
- Prepare clear and concise reports.
- Work various schedules including weekends, evenings, holidays and occasional split shifts as required by the work assignment.
- Operate computer equipment and software applications related to the assignment.
- Establish and maintain effective working relationships with those contacted in the course of work.

Experience and Training Guidelines

Experience: Three seasons (9 months) of performing increasingly responsible lifeguarding, water safety or swimming instruction experience at a municipal pool facility or equivalent setting.

Training: Equivalent to the completion of the twelfth grade supplemented by specialized training in lifeguard services, water safety or a related field.

License:

- Possession of a current, valid, Class C California Driver's License;
- Possession of an appropriate, valid Emergency Medical Response (EMR) certificate;
- Possession of an appropriate, valid C.P.R. certificate;
- Possession of a Red Cross Lifeguarding Certification or equivalent certification.
- Possession of an American Red Cross Water Safety Instructor certificate.

WORKING CONDITIONS

Environmental Conditions: Beach or pool, elevated lifeguard station, and office environment; exposure to all types of weather conditions; exposure to computer screens.

Physical Conditions: Maintaining physical condition necessary for swimming, sitting, kneeling, bending, and standing for prolonged periods of time; speaking and hearing to exchange information; visual acuity to assess variety of situations and respond to those situations; read and interpret information.