

City of La Grande
Lifeguard I

Department: Aquatics
Accountable to: Aquatics Superintendent
Supervises: N/A
NCCI: 9102

FLSA Status: Non-Exempt
Representation: Non-represented
Adopted: April 2013
Next Review: April 2015

GENERAL POSITION SUMMARY:

- Under general supervision, to observe and supervise the activities of guests in the pool and surrounding area; to protect life, prevent accidents and enforce pool regulations; to rescue swimmers in emergency situations and provide emergency medical treatment; ensures general safety, cleanliness, and appearance of assigned aquatics amenities including pool areas, restrooms, showers, and concession areas when able to do so without distraction from lifeguarding responsibilities; and to perform a variety of tasks relative to assigned area of responsibility.

ESSENTIAL FUNCTIONS/MAJOR RESPONSIBILITIES:

(Any one position may not include all of the duties listed nor do the listed examples include all tasks which may be found in positions of this class.)

- Anticipates, recognizes, and responds to potential and/or actual emergencies by maintaining the 10/20 Protection Rule.
- Cautions swimmers regarding unsafe practices and safety hazards; enforces and adheres to pool rules and regulations in a friendly and helpful manner.
- Performs life-saving measures including rescue and first aid for individuals of unknown weights.
- Uses due diligence when rescuing a victim from the water who is in need of help.
- Performs aquatic guard duties.
- Maintains order in the pool and adjoining areas.
- Assists in teaching basic swim lessons as approved by the Management Staff and/or acts as an aide for other swim instruction classes.
- Performs customer service functions at the front desk to include verifying patrons have a valid pool membership/passes; selling membership/passes and/or individual admissions; accepting lesson registrations; selling concessions; and assisting program participants and the general public in a tactful, courteous manner.
- Uses excellent customer service skills, establishes and maintains effective working relationships with other employees, officials, and all members of the general public.
- Completes reports and records as required.
- Performs general housekeeping duties in and around the swim facility including janitorial tasks.
- Participates in in-service training, orientations and staff meetings as required.
- Follows all rules and safety procedures established for the work areas.
- Maintains and enforces all policies, procedures, rules and regulations.
- Conducts chemical testing on pools.

- Attendance at work is an essential function of this position.
- Attends all required in-service training as directed by the Aquatics Superintendent.
- Successfully completes pre-employment testing of lifeguarding skills and knowledge.

NON-ESSENTIAL RESPONSIBILITIES:

- Provides assistance to other staff as workload and staffing levels dictate.
- Maintains work areas in a clean and orderly manner.

The duties listed above are intended only as illustrations of various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

SUPERVISION RECEIVED AND EXERCISED:

Receives immediate supervision from higher level staff. In general, a Lifeguard I does not supervise other lifeguards or staff member.

SPECIFIC JOB SKILLS:

MANDATORY REQUIREMENTS:

The following is for illustrative purposes and is not all inclusive:

Knowledge of:

- The application of lifeguarding surveillance and rescue techniques.
- Lifesaving methods and procedures, including Lifesaving, First Aid and CPR and skill in their application.
- Customer service standards and procedures.
- Working knowledge of the equipment, facilities, operations and techniques used in a comprehensive aquatics program.

Ability to:

- React calmly and effectively in emergency situations.
- Work flexible hours, as required by seasonal needs.
- Work well in a group situation as well as individually.
- Establish and maintain effective working relationships with other employees and the general public; meet and respond to public in a courteous, effective manner; and exercise good judgment, tact and maturity in resolving problems.
- Communicate effectively orally.
- Follow routine verbal and written instructions.
- Perform First Aid and CPR.
- Perform Lifesaving functions including but not limited to water rescue of injured children and adults.

- Assess and act upon emergency situations that may be stressful and chaotic in a calm and effective manner, which would require incumbent to administer CPR and emergency medical techniques and skills.

EDUCATION/EXPERIENCE/LICENSES/CERTIFICATES REQUIRED:

- Valid Certifications in Lifeguard, CPR/AED, and First Aid. These certifications may not expire during the term of employment.
- Must be 15 years of age or older.

WORKING CONDITIONS:

The primary place of work for this position is at the La Grande Veterans' Memorial Pool facility, which includes two indoor pools, and an outdoor splash pool and staff offices. This facility is usually busy due to the high volume of persons entering the building. This position often requires irregular work hours, and the work schedule may change on short notice. Employees in this position must be available for evening, weekend, and holiday work schedules as well as occasional callback duty.

Mostly working indoors in a pool environment and in an environment that is quite busy and noisy. The flow of the work and character of duties involve extreme care and concentration. Employees may be in the water for long periods of time and exposed to a variety of environmental elements, including: dust, noise, pool chemicals and other irritants. On occasion, may have to deal with distraught or difficult people.

PHYSICAL DEMANDS:

This employee must maintain physical and mental abilities set forth by the Lifeguard certification course, be in good physical condition in order to perform lifeguard/lifesaving duties.

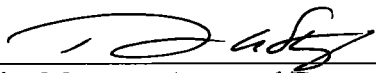
While performing the duties of this job, the employee is frequently required to swim, walk, sit, talk and hear. The employee is occasionally required to use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms. The employee is occasionally required to climb or balance.

The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities include close vision, distance vision, peripheral vision and the ability to adjust focus.

The employee must be physically able to perform all rescue skills, including backboard rescue and deep water lift. In emergencies, the individual must be able to lift another person weighing 100 pounds or more.

OTHER:

Confidentiality needs to be maintained do to personal and confidential information gathered when registering guests for pool memberships.

 5/2/2013

City Manager Approval/Date

I have reviewed this job description and am able to perform the essential functions with or without reasonable accommodations.

Employee/Date