



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## Lifeguard Class Description

**DEPARTMENT/DIVISION:** Parks & Recreation

### **DEFINITION**

Under general supervision of the Recreation Programs Coordinator. Lifeguards ensure the safety of all patrons of the Discovery Bay Community Center's pool, by preventing and responding to emergencies. Lifeguard duties include but are not limited to enforcing Town of Discovery Bay' swimming pool rules, monitoring pool patron conduct and perform emergency rescue and lifesaving techniques, if necessary, and teach swimming classes.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from the Recreation Programs Coordinator.

### **CLASS CHARACTERISTICS**

Under supervision of the Recreation Programs Coordinator, ensures the safety of facility and patrons by preventing accidents and responding to emergencies. Performs other related duties as required. Maintains order of aquatic facilities and its programs. Provides customer service and enforces park and recreation rules and regulations; a sample of duties may include but not be limited to: performing chemical testing, completing all logs and reports, ensuring safety off all patrons of the aquatic facility. Perform light maintenance such as washing pool deck, vacuuming and scrubbing pool. Keeping the pool area clean of all debris. Perform other duties as assigned.

This classification is part-time seasonal temporary and Lifeguards are scheduled as needed. Lifeguards are not guaranteed a certain number of work hours, or a routine schedule, and may be terminated with or without cause at any time. Any offer of employment to an adult who will have direct contact with minors is conditional upon passing a drug test and submission of a completed fingerprint screening and satisfactory background check.

### **EXAMPLES OF ESSENTIAL JOB FUNCTIONS** (Illustrative Only)

*Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Enforce swimming pool rules and regulations, including ensuring orderly conduct by pool patrons
- Assist in providing instruction for a variety of swimming classes for all ages and ability levels
- Assist swimmers who are in distress and administer a variety of first aid and/or life saving techniques, as appropriate
- Assist in maintaining the pool area in a safe and clean condition
- Build and maintain positive working relationships with co-workers, other Town employees and the public using principals of good customer service
- Keep proper written records
- Performs various maintenance duties as directed to maintain a clean and safe facility
- Other duties as assigned

## **QUALIFICATIONS**

### **Knowledge of:**

- Use and care of lifesaving techniques and equipment used at public swimming pools
- Aquatic programming for various age groups

### **Ability to:**

- Represent the Town in a positive manner
- Learn and enforce the Town's swimming pool rules, regulations and policies.
- Perform lifesaving strokes according to the America Red Cross standards, perform lifesaving and emergency first aid techniques and practices; engage in physical activity
- Test the pool chemicals and keep accurate reports of the readings
- Follow written and oral instructions.
- Communicate in an effective manner.
- Exercise courtesy and tact in dealing with pool patrons.
- Deal with difficult and stressful situations in a calm and professional manner.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Participate and assist in a variety of aquatic activities , including swim lessons and special events
- Perform light pool maintenance.

## **TRAINING AND EXPERIENCE:**

### **Education:**

There is no educational requirement for this class; equivalent to completion of two years of high school is desirable. At the time of hire must be 16 years of age or older

### **Experience:**

Experience in skilled aquatic activities is desirable

### **License and Certifications:**

Current certifications in American Red Cross Lifeguard, First Aid and CPR/AED for the Professional Rescuer. Water Safety Instructor is desirable

## **PHYSICAL STANDARDS**

The physical standards described are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. On a continuous basis, know and understand all aspects of the job; intermittently analyze work papers, reports and instructions, observe, identify, and report operational problems. On an intermittent basis, sit in lifeguard station for long periods of time; stand, walk, and bend while monitoring various swimming techniques; perform simple grasping and fine manipulation; and lift or carry weight of 100 pounds or less.

## **ENVIRONMENTAL ELEMENTS**

Employees work outdoors with moderate noise levels. There will be exposure to inclement weather conditions noise, dust and potentially hazardous materials & chemicals related to swimming pools. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

## **WORKING CONDITIONS**

May be required to work on evenings, weekends, and holidays.

**Note:** All employees of the Town of Discovery Bay Community Services District are designated by state law to be "Disaster Service Workers." In the event of a declared emergency or any undeclared emergency or natural disaster that threatens the life, health and/or safety of the public, employees may be assigned to assist rescue and relief workers. Such assignments may be in locations, during hours and performing work significantly different from the employees' normal work assignments and may continue through the recovery phase of the emergency.