



## Job Description

Position: Head Lifeguard

Type: Part-time non-union

From: May 23<sup>rd</sup> to August 9<sup>th</sup>

### **General Statement of Duties:**

Under the direction of the pool Manager the head lifeguard is responsible for planning, developing and for approving, implementing, directing and evaluating pool programs. Provide for and maintain the safety of park visitors at pools which involves the ability to perform rescues; administer artificial respiration and first aid as required. Maintain constant watch for swimming accidents and misuse of pool facilities. Instruct pupils in water safety and swimming skills through an organized lesson program. Provide work direction and guidance to subordinate pool employees.

### **Distinguishing features of the class:**

Plan, develop, and upon approval implement, direct and evaluate pool programs. Enforce the policies, rules and regulations governing the conduct of persons at a pool. Maintain constant watch for accidents in the water and in the adjacent deck or pool area. Warn person of dangerous practices and situations. Maintain control of all customers at pool.

### **Examples of Work:**

Inspect buoys, floats, lines, bath house, and all safety equipment assigned to the pool. Perform rescues and artificial respiration; administer first aid to the injured. Conduct water safety and swimming lessons and related aquatics programs as required. Participate in the initial and continual water safety training for subordinates and visitors. Maintain good public relations with park visitors. Assist pool manager to insure the accurate depositing of all receipts collected from the pool and concession area on a daily basis. Assumes complete responsibility of

pool operation in the absence of the manager. Perform other duties as required or assigned.

**Relationship and Key Contacts:**

1. Report to the Pool Manager
2. Provides work direction and guidance to subordinate personnel as required.

Key Internal Contacts/Relationships:

1. Has frequent contact with Pool Manager regarding policies, practices, and procedures.

Key External Contacts:

2. Has continuous contact with general public regarding water safety, instruction, practices and procedures.

**Desirable Education and Experience:**

1. Required knowledge, skills and mental development equivalent to the completion of four years of high school.
2. Must exhibit good problem-solving abilities and good judgment in keeping with the mission of the park district.
3. Must be able to organize and coordinate several work projects and simultaneously or in succession.
4. Physical requirements include standing, walking, sitting, talking, hearing, and seeing to perform the following necessary abilities: operate assigned office equipment.
5. Also operate lawnmower, weed trimmer, vacuums, and blowers.
6. Ability to drive a motorized vehicle
7. Ability to lift moderate to heavy objects
8. Understand and carry out assigned oral and writer instructions.
9. Work effectively with the general public, cooperating agencies, and Park District employees.

10.Ability to maintain safe and well-organized programs.

11.Ability to work independently and as a team.

12.Ability to respond to emergencies, changes, and directives effectively.