

# FARMINGTON CITY

## Job Description

<b>Title:</b>	Head Lifeguard	<b>Code:</b>	
<b>Department:</b>	Leisure Services	<b>Pay Rate:</b>	<b>\$9.25/hr.</b>
<b>Division:</b>	Swimming Pool	<b>Effective Date:</b>	Apr. 07

### GENERAL PURPOSE

Performs a variety of **first-line supervisory and advanced poolside and water safety duties** as needed to assure safe use of pool facilities. Monitors water activities to assure safety and prevent accident or injury to patrons. Assumes responsibility for pool operations and enforces pool and facility rules and regulations in the absence of the Swimming Pool Manager and Assistant Pool Manager.

### SUPERVISION RECEIVED

Works under the general supervision of the Leisure Services Director, Swimming Pool Manager or Assistant Pool Manager.

### SUPERVISION EXERCISED

Provides close to immediate supervision to Lifeguards. May provide close supervision to Cashiers as needed.

### ESSENTIAL FUNCTIONS

Performs as the head lifeguard; provides training to less experienced lifeguards; observes patron activities; enforces rules; disciplines or ejects patrons for rule infractions; ensures compliance of policies and procedures by lifeguards.

Assists in the development of lifeguard work schedules; assures shifts are properly staffed; monitors performance and makes recommendations affecting employment status, such as advancement, discipline and discharge.

Performs first aide as needed to assist individuals suffering injuries; performs water rescues as needed to prevent mishaps and drowning.

Maintains constant alertness and awareness of patron activities to minimized exposure or threat of incident or accident.

Directs and performs general upkeep and custodial duties; cleans facility floors, mops, sweeps, vacuums, polishes, etc.; cleans pool decks; monitors water temperatures and chemical balances testing chlorination and "Ph" levels, takes water samples; may make minor equipment adjustments to assure proper temperature and chemical standards.

Greets and receives the public; receives payments and fees and admits patrons; operates cash register, computer registration and facility reservation programs and accounts for revenues; gives change; operates concession stand; sells swim wear and equipment; sells season passes and processes paperwork. Assists as cashier or desk attendant as needed; monitors patrons to prevent theft or facility abuse.

Performs opening and closing procedures; assures all systems are properly functioning; secures doors and other accesses; assures shift duties are completed, including proper accounting of revenues.

Performs related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Sufficient education and experience to demonstrate an aptitude or ability to perform above and related duties;

AND

B. One (1) year of experience related to aquatic practices or related background;

OR

C. An equivalent combination of education and experience.

2. Required Knowledge, Skills, and Abilities:

**Considerable knowledge** of the rules and regulations of a variety of aquatics and recreational activities; basic mathematics related to cashiering and changing money; water safety practices, rules and guidelines; general principles of supervision.

**Ability to** demonstrate advanced swimming skills; establish and maintain effective working relationships with employees, the public, ability to communicate effectively, verbally and in writing; demonstrate good judgment and decision-making.

3. Special Qualifications:

Must be 17 years of age.

Must be able to swim 500 yards. (Tested during the month of March prior to interviews)

Must be Red Cross certified as a lifeguard trainer and water safety instructor (WSI) by May 1<sup>st</sup>.

Must be Red Cross certified in first aid and CPR by May 1<sup>st</sup>.

Must pass employment drug test.

Must complete City provided pre-season training.

**Must be willing to work 20-40 hours per week which hours may vary according to seasonal need.**

**Hiring is conditioned also upon the employee agreeing to be available to work the following seasonal holidays:** Saturday before Memorial Day (May 26<sup>th</sup>), Memorial Day (May 28<sup>th</sup>), Fourth of July, Festival Days (July 14<sup>th</sup>), Pioneer Day (July 24<sup>th</sup>) and Labor Day (September 3<sup>rd</sup>).

4. Work Environment:

Employment in this **position is At-Will and seasonal, Memorial Day to Labor Day.** Mandatory meetings will be held on May 5<sup>th</sup>, 12<sup>th</sup>, 15<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup>, 19<sup>th</sup>, 22<sup>nd</sup>, 23<sup>rd</sup>, and 24<sup>th</sup>. Which dates may change due to circumstances and are still mandatory. During the operating period, weekly mandatory staff meetings are held Friday mornings. *Typical preseason training weekday training is held from 3:30pm – 7pm and Saturday training is held from 9am – 12noon.* Incumbent of the position performs in a climate-controlled environment. Tasks require variety of physical activities, generally involving muscular strain, such as swimming, walking, standing, stooping, sitting, reaching, talking, hearing and seeing. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability and discriminating thinking.

