



CLASS TITLE: Head Lifeguard

Pay Grade 130

ACCOUNTABLE TO: Parks, Recreation and Cemeteries Director

FLSA STATUS: Non-Exempt

PRIMARY OBJECTIVE OF POSITION: As a member of the Parks, Recreation Department, individuals in this position are responsible for overall safety and conduct of the customers using the pool and the enforcement of the governing policies, rules and regulations in the pool area. The outdoor pool is typically open from Memorial Day through Labor Day.

General Duties: The Lead Lifeguard provides lead direction to the lifeguards and monitors activities while functioning as a lifeguard. Gives instructions in pool operating procedures, rules, safety practices, maintenance and related matters.

ESSENTIAL FUNCTIONS: -- *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This is not a comprehensive listing of all functions and duties performed by incumbents of this class; employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job description does not constitute an employment agreement and is subject to change at any time by the employer. Essential duties and responsibilities may include, but are not limited to, the following:*

MAJOR AREAS OF ACCOUNTABILITY AND PERFORMANCE

1. Works "in rotation" when schedule or assigned.
2. Interacts with the public to monitor the safe and orderly enjoyment of swimming pool activities
3. Rescues swimmers in distress and/or danger of drowning within 30 seconds of recognizing distress and administers CPR and first aid.
4. Assures the maximum safety of all pool guests.
5. Performs regular safety inspections of pool and equipment to reduce hazards and to provide maximum safety to the pool guests/customers.
6. Enforces all pool rules consistently, tactfully and promptly by quickly addressing behaviors to guests of all ages and/or guardians of underage pool guests.
7. Effectively handles complaints and disciplinary problems involving the general public using the pool.
8. Effectively demonstrates the lifeguard deck rotational system for monitoring the pool.
9. When not performing lifeguard skills, will perform maintenance and cleaning duties to keep pool healthy and enjoyable.
10. Operate and maintain the pool equipment; conduct daily walk-through of facility to ensure appropriate appearance and clean of debris; document needed repairs and maintenance.
11. Assist the Assistant Pool Manager and Pool Manager in maintaining smooth operations of the pool during the summer season.
12. Assists in facilitating emergency action procedures for the aquatic and facility areas

13. Demonstrates safe work habits with awareness of co-workers and public safety.
14. Assists other aquatic staff members as needed.
15. Maintain the cleanliness of the facility locker rooms on a daily basis.
16. Ensures safety regulations and procedures are adhered to.
17. Performs related work as required and assigned.

PHYSICAL DEMANDS:

The employee is subject to both inside and outside environmental conditions; may be subject to extreme heat: temperatures to above 100 degrees for periods of more than one hour. Subject to noise. The employee may be subject to hazards: Includes a variety of physical conditions, such as proximity to moving mechanical parts, moving vehicles, electrical current, working on scaffolding and high places, exposure to high heat or exposure to chemicals.

Physical and Mental Requirements/Activities:

- This work requires the frequent exertion of up to 50 pounds of lifting/moving or force and occasional lift, move or drag 100 pounds or more while performing essential functions of the job.
- Specific vision abilities required by this job include close, distance and peripheral vision; depth perception; and the ability to adjust focus.
- The physical activities of this position include, but are not limited to, the following: climbing, balancing, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, and repetitive motions.
- Acceptable verbal and conversation skills to effectively communicate with others in English.
- Ability to understand and follow oral and written instructions.
- Ability to read and write English and interpret documents such as safety rules, material safety data sheets, operation and maintenance instructions, procedure manuals, and so forth.
- Ability to recognize occupational hazards in work activities and take safety precautions.
- Maintain mental capacity which allows the capability of making sound decisions and following directions.
- This position is considered a safety sensitive position because the individual performs safety-sensitive functions on a daily basis.

Supervision: Team lead.

REQUIRED MINIMUM QUALIFICATIONS

Education and Experience:

- Must be at least 18 years of age.
- Previous lifeguarding experience preferred; but not required.

Special Requirements:

Must pass pre-course swimming skills test prior to attending Lifeguard certification course. Ability to pass performance proficiency tests based on American Red Cross Lifeguard, CPR for the Professional Rescuer and AED certification requirements. Position requires submission to random drug and alcohol testing. This position requires evening, weekend and holiday shifts.

License or Certificates

- Must have current Lifeguard, First Aid, and CPR certifications, or ability to obtain within 30 days of hire.
- Swim Lesson Instructor or Water Safety Instructor certification preferred.
- Must have authorization to work in the U.S.

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES:

Core Competencies: Every City staff member must possess or work to attain the following five core competencies: **Communication, Interpersonal Relations, Customer Service, Accountability and Dependability, Job Knowledge and Supervision and Performance Management** (only if applicable to the position).

- Knowledge of life guarding methods and techniques to enforce aquatic safety and accident prevention.
- Knowledge of the City of Lamar Handbook and Safety Handbook.
- Knowledge of the policies, procedures and goals of the City of Lamar and the recreation department.
- Knowledge of blood borne pathogens and how to properly dispose of them.
- Ability to read, interpret and apply operating policies and procedures.
- Ability to react quickly and accurately in emergency situations.
- Ability to maintain composure during mentally, physically and emotionally stressful situations.
- Ability to perform the necessary functions of the position and to make appropriate decisions consistent with the job expectations and position description.
- Ability to understand and follow oral and written instructions.
- Ability to analyze pool.
- Ability to handle reasonably necessary stress.
- Skilled in operation of equipment necessary to perform the functions of the job.
- Knowledge of occupational safety rules and practices.
- Ability to identify and correct facility safety hazards.
- Ability to work under minimal supervision.
- Ability to communicate clearly and concisely, orally and in writing.
- Ability to use good judgment and make sound decisions in stressful or emergency situations.
- Sufficient strength to make rescues and lift 50 lbs.; able to carry a rescue tube for extended periods of time.
- Ability to perform rescue and lifeguard skills based upon American Red Cross Lifeguard Training criteria on a daily basis.

Notice Regarding Medical and/or Recreational Marijuana Use: *Because the possession and use of marijuana whether for medical use or otherwise, constitutes a federal offense and because the City of Lamar is a drug free workplace, the City will not accommodate the medical use of marijuana and enforces written policy prohibiting the*

use of marijuana. The fact that state law recognizes medical marijuana as a prescribed or otherwise permitted, medication does not alter or otherwise change the policy.

THE CITY OF LAMAR PROVIDES EQUAL EMPLOYMENT OPPORTUNITIES TO ALL EMPLOYEES AND APPLICANTS FOR EMPLOYMENT AND PROHIBITS DISCRIMINATION AND HARASSMENT OF ANY TYPE WITHOUT REGARD TO RACE, COLOR, RELIGION, AGE, SEX, NATIONAL ORIGIN, DISABILITY STATUS, GENETICS, PROTECTED VETERAN STATUS, SEXUAL ORIENTATION, GENDER IDENTITY OR EXPRESSION, OR ANY OTHER CHARACTERISTIC PROTECTED BY FEDERAL, STATE OR LOCAL LAWS.

THIS POLICY APPLIES TO ALL TERMS AND CONDITIONS OF EMPLOYMENT, INCLUDING RECRUITING, HIRING, PLACEMENT, PROMOTION, TERMINATION, LAYOFF, RECALL, TRANSFER, LEAVES OF ABSENCE, COMPENSATION AND TRAINING.