JOB DESCRIPTION

HEAD LIFEGUARD

Department:	Athletics & Leisure Services	**Classification/Grade:**	Part-Time
Division:	Recreation	**FLSA Status:**	Non-Exempt
Reports to:	Athletics & Leisure Services Associate Director	**Safety Sensitive:**	Yes
		Bargaining Unit:	Non-represented
		Date Approved:	2002

Job descriptions/specifications are only intended to present a descriptive summary of the range of duties, tasks, and responsibilities associated with a specified position. Therefore, descriptions/specifications may not include all duties performed by the individual. In addition, description/specifications are intended to outline the minimum qualifications necessary for entry into the position/class and do not necessarily convey the qualifications of incumbents within the position/class.

DEFINITION

Under direct supervision of the Leisure Services Superintendent monitors lifeguard rotations, swimming lessons instruction, and assist in various aquatics programs. This individual will be in charge of the pool area when the aquatics coordinator is not on duty.

ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES

(Essential functions that the individual who holds the position must be able to perform unaided or with the assistance of reasonable accommodation.)

1. Serve as a representative of the City of Mesquite, demonstrating a positive attitude and progressive actions through the display of professionalism, courtesy, and appropriate tact and discretion in all interactions with other employees and with the public.
2. Instruct all levels of swim lessons according to American Red Cross standards
3. Prevent accidents through the enforcement of policies, rules, regulations, and ordinances governing the conduct of swimming pool patrons; watches activities in the water and on swimming pool decks for individuals who may need assistance or guidance.
4. Help recruit, train, and certify new lifeguards.
5. Assist in supervising pool employees and instructs new employees on the duties of a lifeguard
6. Hold regular lifeguard in-service training workshops
7. Rescue person in distress and render latest approved First Aid and artificial respiration procedures if necessary.
8. Assist in enforcing policies, rules and regulation regarding walkways, floors, dressing rooms and aquatic facilities.
9. Maintain a high level of communication with patrons, staff, media, supervisors, and other department staff.
10. Be dependable and meet acceptable attendance requirements at all times.
11. Follow all applicable safety rules and regulations.

OTHER JOB FUNCTIONS:

A. Perform other related duties as assigned.

QUALIFICATIONS

The degree of knowledge and ability as outlined under this section is that which is necessary to satisfactory perform the essential functions of this position.

Knowledge of:

- Water safety rules, lifesaving techniques and Standard Red Cross First Aid practices.
- Water hazards, life saving techniques and cardiopulmonary resuscitation.

Ability to:

- Make correct decisions and act quickly in emergencies.
- Demonstrate swimming strokes and lifesaving techniques.
- Interpret policies and procedures.
- Follow oral and written instructions and work cooperatively with others.
- Establish and maintain effective working relationships with the public and other personnel.
- To be highly motivated, responsible, enthusiastic, and a team player.
- Work flexible hours, evenings, weekends and holidays

Experience, Education and Training:

Any equivalent combination of training, education and experience which provides the individual with the required knowledge, skills, and abilities to perform the job. A typical way to obtain the required knowledge and abilities would be:

Education: High School diploma or G.E.D.

Experience: Two years previous experience in lifeguard position or swim instructor is desirable.

License or Certificate: Must possess the following current certificates at time of appointment and continuously throughout employment, a valid driver's license, Lifeguard Certifications, current First Aid and CPR Certificates, and Water Safety Instruction Certificate.

WORKING CONDITIONS:

Work is performed under the following conditions.

Subject to high levels of public contact and frequent interruptions; work closely with others.

Physical Requirements:

Conditions include constant bending, reaching, walking, standing or sitting for extended periods of time where employees are exposed to excessive noise, sun and wind during operation of outdoor pool, frequent climbing, kneeling, stooping, and bending; moderate mental effort required. General manual dexterity, audiovisual and linguistic acuity are required. Learn through oral instruction in and on-the-job training setting. Must be able to carry/lift/push or pull loads up to 100lbs.

Job Hazards/Risk Factors:

Employee risks physical hazards from mechanical and electrical equipment, exposure to pool chemicals, working in and around chemicals and hazardous gases.

Position is considered safety sensitive and is subject to drug testing.

The City of Mesquite is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodation to qualified individuals. The City of Mesquite encourages both incumbents and individuals who have been offered employment to discuss potential accommodations with the employer.

Revised & approved: September 2002
April 2007
July 2008 (Grade)
March 2010 (License)
July 2011 (Department)
June 2013 (Safety Sensitive)