



THE CITY OF NEW ALBANY
LIFEGUARD

STATUS: Non-Exempt

DEPARTMENT: Parks and Recreation

APPROVED BY: Mayor

DATE: 01/2015

BASIC FUNCTION

Under general supervision of the pool managers and Aquatics Directors this position will be responsible for ensuring the safety of the aquatic facility patrons by preventing and responding to emergencies and enforcing the rules.

ORGANIZATIONAL RELATIONSHIPS

Reports to:
Aquatics Director

Supervises:
None

SPECIFIC DUTIES AND RESPONSIBILITIES

*** denotes an essential function of the job*

- A. *Maintain safe swimming conditions in pool, on pool deck, and surrounding areas, enforcing health and safety rules.
- B. *Maintain continuous surveillance of patrons in the facility; acts immediately and appropriately to secure safety of patrons in the event of emergency.
- C. *Provides emergency care and treatment as required until the arrival of medical services.
- D. *Ensure appropriate headcount of people involved in a water sport on an hourly basis.
- E. *Calls out warnings to people who may have ventured too far or are in imminent danger.
- F. *Prevent accidents by scanning assigned zones from bottom to top and covering zone in compliance with the 10/10 rule.
- G. *Supervise swimmers to ensure that they are swimming within the safety protocols.
- H. *Spot hazards or potential hazards and take measures to prevent accidents.
- I. *Control and report unruly behavior and evict individuals not adhering to behavior protocols.
- J. *Perform rescues in the event of drowning or swimming accidents.
- K. *Perform first aid and CPR according to the demands of adverse situations.

- L. *Maintain accurate records as required.
- M. *Check safety and rescue tubes and buoys and perform needed maintenance.
- N. *Ensure that all pool equipment is stored safely and that any lost items are kept in a safe place.
- O. Perform routine maintenance of pool, locker rooms, and surrounding areas to ensure cleanliness.
- P. Perform swim tests as required by the City of New Albany policies.
- Q. Perform other duties as assigned.

STANDARDS OF PERFORMANCE

- A. Demonstrate informative and professional assistance when working with vendors, co-workers, and the public.
- B. Ability to react calmly and effectively in emergency situations.
- C. Skill in the application of lifeguarding surveillance and rescue techniques.
- D. Ability to prepare routine administrative paperwork.
- E. Complete projects and/or reports in accurate and timely manner
- F. Maintain City information in a confidential manner.

MENTAL AND PHYSICAL REQUIREMENTS

- A. Remain alert with no lapses of consciousness.
- B. Must be able to easily move through all program areas and effectively communicate and actively interact with customers.
- C. Ability to work as a team member.
- D. Hear noises and distress signals in the aquatic environment, including in the water and anywhere around the zone of responsibility. Lifeguard candidates should have a minimum hearing threshold of no more than an average of a 25-decibel loss in both ears over a range of frequencies. Candidates who use hearing aids or other corrective devices for hearing should be able to perform all rescue skills and emergency procedures without interruptions to adjust, retrieve, or install or attach a hearing aid or corrective device.
- E. Candidates who use corrective eyewear should be able to perform all rescue skills and emergency procedures without interruptions to adjust, clear, or retrieve corrective eyewear.
- F. Display professional appearance, warm demeanor and positive attitude.
- G. Be a motivated self-starter.
- H. Work independently and to be accurate, efficient and organized.
- I. Stand, walk, sit, reach with hands and arms, climb, balance, stoop, kneel, crouch or crawl frequently.
- J. Lift and/or move up to 50 pounds frequently.

WORKING ENVIRONMENT AND CONDITIONS

- A. This position requires working in both an internal and external environment.
- B. This position requires a flexible work schedule; night and/or weekends will be required.

EDUCATION, EXPERIENCE AND TRAINING

- A. Must be at least 16 years of age (as required by law).
- B. Less than high school with 6 months to 1 year experience directly related to the duties and responsibilities specified. CPR Certified; Current certification as Lifeguard by a recognized source of training.
- C. Be current in American Red Cross Lifeguarding, including CPR for the Professional Rescuer, AED, First Aid certification or equivalent.
- D. Blood Borne Pathogens training with 30 days of employment.
- E. Ability to effectively communicate both orally and in written form.
- F. A pleasant, friendly, and outgoing demeanor.
- G. Willingness to take on additional tasks as assigned.

EQUIPMENT AND TOOLS

- A. Computer and peripherals.
- B. Recreational equipment.