

Selah Aquatic Center Head Lifeguard

Job Title: Head Lifeguard

Reports to: Aquatic Director and Assistant Aquatic Director

Job Purpose: Effective management and supervision pool and lifeguards

Job Summary:

Head lifeguards ensure the safety of patrons by preventing and responding to emergencies. They will enforce the facility's policies, water safety rules, and regulations. A head lifeguard is responsible for participating in and providing supervision for lifeguards monitoring activities at the Selah Aquatic Center, including functioning as a lifeguard in maintaining order, preventing accidents, rescuing swimmers in distress, and performing first aid and resuscitation. Other duties may include conducting continuing reviews of lifeguard activity; directing the correction of improper practices; checking the pool, decking, locker rooms, and pool equipment for possible safety hazards or needed repairs; and reporting problems to the pool manager. The head guard may be asked (after receiving appropriate training) to check the chemical content of pool water and making or requesting changes in chemical additives; and supervises the cleaning of the pool and surrounding areas. Head guards work with pool manager to promote, plan, organize, and lead aquatic programs. A head guard may assume administrative responsibilities in the absence of the pool manager. He/she should have prior experience and maintain current certifications in lifeguarding, professional-level CPR, first aid, and automatic external defibrillator (AED). Additionally, there are many physical requirements for this role, such as the ability to lift up to 50 pounds, swim long distances, and pull up to 100 pounds. Lifeguard work is seasonal.

Head Lifeguard Duties and Responsibilities

DISTINGUISHING CHARACTERISTICS

The head lifeguard supervises the work of volunteers, aquatic aides, and lifeguards at swimming facility. He/she also executes other pool duties and roles, as and when needed, as advised by the pool manager.

DUTIES/RESPONSIBILITIES:

Oversee Safety: A head lifeguard constantly observes swimmers in their jurisdiction, protecting their safety, making sure rules are followed, giving first aid, and using the rescue techniques prescribed by the American Red Cross when needed. He/she supervises the operations that are executed in a swimming pool

Organize Aquatic Activities: Head lifeguards organize and oversee various facility events. These can include swimming lessons, parties, swim team competitions, and more. The head lifeguard ensures a staff lifeguard is present to observe activities for the full duration of an event.

Train Staff: Head lifeguards may be expected to conduct weekly in-service trainings, evaluate and give instruction to lifeguards to improve techniques, and perform CPR and water rescue skills audits. The head lifeguard responsibilities include overseeing, instructing, planning and assessing the personnel who have been allocated a swimming facility and executing lifeguard activities.

Maintain Swimming Facilities: Head lifeguards may be expected to keep the facility they work at clean and up to safety standards. This may include adding chemicals to a pool according to safety guidelines; ensuring sidewalks and deck are clear of any hazards; and maintaining the trash and locker room areas. Ensuring that all the people enter the pool only after washing themselves thoroughly or only after taking a bath.]

Head Lifeguard Skills, Knowledge, Abilities and Qualifications

As strong and confident leaders, successful head lifeguards think proactively on their feet to resolve any issues that may arise. They thrive in high-stress environments. Additionally, preferred candidates will possess the following:

SKILLS:

Communication skills – It's crucial that head lifeguards communicate issues or emergencies to peers and management clearly and effectively to ensure an individual is brought to safety as soon as possible. Head lifeguards are also expected to answer any questions or concerns that patrons may have. They also must convey instructions to the public and swimmers very efficiently and effectively. They may also be called upon

to complete written documents regarding accidents, incidents, and swimming lessons. Makes daily entries into a logbook outlining the day's activities.

Organizational Skills – It's expected that head lifeguards maintain records and reports regarding daily attendance, water quality and condition, and incidents and accidents. Meets scheduling and attendance requirements.

Observation skills – Head lifeguards constantly scan their work area to detect safety concerns and practice preventative lifeguarding, use judgement to determine if patrons are safely and properly conducting themselves, and supervises lifeguards.

Manual/Physical Skills: Head lifeguards must be extremely strong swimmers. They are expected to swim strongly while pulling or carrying another person. Performs swimming rescues on patrons in distress including approaching, breaking holds, and carrying people, which may require the removal of the patron from the water who may weigh from 50 - 300 pounds. Performs resuscitation techniques requiring stamina and other first aid measures. Climbs up and sits on guard chairs approximately six feet from ground level, rotating position every 15 - 40 minutes. Remains outside in 100+ degree temperatures for up to three-hour shifts. Performs maintenance tasks which include moving hoses to clean bathrooms and pool deck, sweeping and scrubbing bathrooms, emptying garbage cans, and setting up and taking down folding chairs and tables. Operates a cash register and adding machine. Listens for distress calls for possible activation of emergency procedures. Inspects pool facility for unsafe or broken equipment. Observes patron behavior while engaged in swimming activities for unsafe or improper conduct and possible drowning situations. Observes job performance of lifeguards. Keeping himself fit and athletic in order to save the lives of people.

KNOWLEDGE:

Knowledge of the principles and methods used in teaching swimming; lifesaving including modern methods of approaching, breaking holds, and carrying people; standard techniques of resuscitation and other first aid measures; swimming pool sanitary regulations and their use; and the rules and regulations governing the conduct of people at a swimming pool or swimming area. Preferred candidates will have previous experience in supervision and evaluation of staff.

ABILITIES:

Ability to:

- Remain vigilant and act quickly and calmly in ALL emergencies/making rescues/rendering aid
- Function as a lifeguard and apply lifesaving techniques and render first aid/CPR to various age groups
- Effectively supervise lifeguarding activities at a public pool including the non-water areas
- Resolving conflicts of the pool personnel and public within the swimming pool and staying attentive
- Monitor the activities of swimmers and quickly detect problem areas
- Check pool water and facility for safety hazards to maintain a clean and safe work area
- Enforce water safety standards and departmental regulations
- Instruct staff in department policies and the enforcement of rules
- Assist in running programs which may include, but is not limited to, lap swim, masters swim, water exercise, swim team practices, recreation swim, swim lessons, private parties and special facility events
- Provide leadership and motivate, potentially train and evaluate staff
- Maintain positive yet professional relations & communicate effectively with the public and staff
- Work effectively and courteously with pool patrons, staff, and the general public
- Independently make decisions which comply with overall facility policies and procedures
- Read, understand and explain facility policies and procedures
- Maintain records and periodic reports
- Perform simple arithmetic calculations to make change
- Accept constructive criticism and direction from supervisors
- Motivate program participants
- Swim 300 yards continuously per lifeguard training prerequisites
- Tread water for two minutes per lifeguard training prerequisites
- Perform tasks requiring physical strength and/or stamina to effectively rescue victims, administer first aid, and CPR
- Perform work, which involves frequent lifting, pushing and pulling of heavy objects

- Hear and distinguish a variety of sounds in a noisy environment such as participants in need of assistance, whistles, or co-workers requesting assistance in a rescue effort
- Speak loudly/blow whistle to warn program participants of impending danger
- Successfully complete all training provided by the department
- Participate in the formulation of rules and regulations regarding operation of a public pool
- Undertaking all other jobs that need his/her direction and attention

Special Requirements:

Possession of or in training for a current American Red Cross Lifeguard Training Certificate, First Aid, and a current CPR Certificate. * (If in training for, must possess certifications prior to first shift).

***Acceptable Lifeguard and CPR Certifications include:**

American Red Cross Lifeguarding/First Aid/CPR/AED **OR**

American Red Cross Lifeguarding/First Aid

With

The American Red Cross CPR for the Professional Rescuer. **OR**

The American Heart Association Basic Life Support (BLS) for the Healthcare provider. **OR**

The American Red Cross CPR – AED for Lifeguards

Special Working Conditions:

Exposure to variable temperatures and weather conditions; strong and unpleasant odors and fumes such as chlorine; noise from children; allergens such as pollen and bee stings; pool chemical fluctuations which might cause irritation to eyes and skin; and the possibility of administering first aid which may involve exposure to infections which might cause chronic disease or death. A head lifeguard should be comfortable working in a wet and watery environment. He/she will have to wear a uniform provided by management.

Other Requirements:

Maintain professional attire at all times when on duty

- Athletic one-piece swim suit* (i.e., Speedo, Nike, TYR)
- Hats*, sunglasses*, sunscreen*, use of provided umbrellas as needed to reduce sun exposure
- Whistle* of decibel level to be heard inside building when blown on deck
- Staff issued lifeguard shirt and black, red, or navy shorts or sweats

(*these are not provided by SPRSA and must be provided by employee):

Availability to work days, early mornings, late evenings and weekends; work is reviewed for results by observation. Employees in the seasonal classification normally work full-time seasonal (May through September) schedules. These employees are supervised by the pool manager at the work site.

Substance Abuse Testing. Due to the safety and/or security sensitive nature of this classification, individuals shall be subject to pre-employment or pre-placement alcohol, drug and/or controlled substance testing as outlined in SAC policy and procedures.

Background Investigation:

Fingerprinting is required for persons 18 and older.