

Head Lifeguard (Limited Term)

Job Description

Unless otherwise stated, all duties, responsibilities, and qualifications stated herein are essential functions of this position.

GENERAL STATEMENT OF DUTIES:

Under the general direction of the Recreation/Aquatic Supervisor, the Head Lifeguard will be responsible for the safe operation of the Monona Community Pool, including supervising pool personnel, overseeing conduct of pool events, ensuring collection and security of revenue, and attendant record keeping.

TERM OF EMPLOYMENT:

The Head Lifeguard position hours will vary from 35 – 50 hours per week for the swimming season and variable hours before the season begins.

DUTIES/RESPONSIBILITIES

The following duties are normal for the position. These are not to be construed as exclusive or all-inclusive; other duties may be required and assigned.

1. Oversees the safe and proper operation of the Monona Community Pool; ensures that all facility rules and safety guidelines are followed; reports breaches of rules, as necessary
2. Supervises the work of pool personnel; monitors and evaluates the performance of subordinates in both life guarding and swim instruction
3. Assists in training and instructing pool staff as outlined by the Recreation/Aquatic Supervisor
4. Assists the public as necessary by providing program information, answering public inquiries, handling or referring complaints, posting notices, and interpreting pool rules and policies
5. Maintains daily log of water chemistry, weather, and all other activities at the pool.
6. Responsible for operation of the mechanical and chemical system in the absence of the Recreation/Aquatic Supervisor which includes changing strainer baskets, backwashing, changing acid barrels & chlorine pellets.
7. Seeks and maintains knowledge in all advances in techniques, equipment, and methods of lifesaving activities and be able to answer questions from subordinates on these techniques and activities.

KNOWLEDGE AND ABILITIES

1. Excellent customer service skills – serve as an ambassador of the City and engage the public in a respectful, professional and positive manner
2. Must be able to supervise staff and carry out directives from the Recreation/Aquatic Supervisor
3. Must be able to withstand frequent standing, walking, and sitting during the day
4. Working knowledge of the principles and practices of lifeguard training, CPR and First Aid
5. Must be able to organize and run staff trainings and be able to teach lifeguards how to teach swim lessons and activate the emergency action plan

QUALIFICATIONS:

1. Must be at least 18 years of age and have a valid drivers license
2. Current certification in the following
 - Red Cross Life Guard Training and First Aid or equivalent
 - Red Cross CPR/AED for the Professional Rescuer or equivalent
3. Must be able to effectively communicate with the general public and pool staff
4. Must be willing to work flexible hours including nights and weekends