

## City of Monona

### Lifeguard/Swim Instructor (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 and supervision of the Head Lifeguards, the Lifeguard/Swim Instructor will ensure the safety of all pool patrons and teach people how to swim.

#### **TERM OF EMPLOYMENT:**

The Lifeguard/Swim Instructor position hours will vary from 15 – 40 hours per week for the swimming season)

#### **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. Responsible for the health, safety and welfare of those using the Monona Community Pool
2. To supervise the activities of pool patrons by enforcing rules and regulations
3. Light pool maintenance and facility cleaning duties
4. Respond to emergency situations; administer first aid and primary care as needed
5. Assists the public as necessary by providing program information, answering public inquiries, handling or referring complaints, posting notices and interpreting pool rules and policies
6. Attend all in-service trainings as required by the Recreation/Aquatic Supervisor
7. Teach Swim Lessons in either/both the morning/evening swim lesson program

#### **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 withstand frequent standing, walking and sitting during the day
3. Working knowledge of the principles and practices of Lifeguard Training, CPR and First Aid
4. Proficient swimming ability and attentiveness to visual and audible cues for recognition and identification of swimmers in distress or in process of unsafe behaviors
5. Familiar with Red Cross Swim Lessons (or equivalent) and be able to teach either alone or with a co-instructor

#### **QUALIFICATIONS:**

1. Must be at least 16 years of age
2. Must be able to teach swim lessons
3. 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
4. Must be able to effectively communicate with the general public and pool staff
5. Must be willing to work flexible hours including nights and weekends