

Non-Exempt Job Description

Title: Life Guard

Supervisor: Pool Manager/Head Life Guard

Position: Part-time

General Function:

Under the direct supervision of the *Pool Manager/Head Guard* you are responsible for working directly with children, members and other adults/youth. You play an important role in the development of building strong character values in others. The staff at all times is representative of the philosophy, mission of the goals of Nassau Swim Club. Staff must strive to work cooperatively with fellow employees to achieve the goals and objectives of Nassau Swim Club.

Entry Requirements:

Knowledge and Skills (Specialized, Technical, or Practical)

- Must be 16 years of Age
- Current Lifeguard Certification
- CPR for the Professional Rescuer, AED, and O2
- Current Standard First Aid Certification

Human Relation Skills:

- Willingness to project Nassau's image by personal adherence to all policies
- Demonstrate the ability to interpret and administer all policies, established by Nassau Swim Club and all members you may come in contact with

Experience:

- Prefer Red Cross or equivalent Lifeguard certification
- Experience in aquatics setting
- Knowledge of maintenance, chemicals and record keeping

Job Requirements:

- Decision making and judgment
- Responsible for scanning area of the pool at all times
- All lifeguards are following all policies and procedures
- Considerable judgment and resourcefulness required
- Must deal with emergency situations and rescue

- Maintain pool area including the following and any other assigned duties:
 - Lawn mowing, weeding, trimming, deep cleaning, equipment, maintenance upkeep, locker room cleanliness, trash removal hourly, clean tables in snack area hourly when closed, maintain proper chemical levels for pool and all records
- Responsible for operations of the pool at all times
- When pool manager is unavailable, take direction from Head Lifeguard to ensure proper policies and procedures are followed and tackle workflow
- May be asked to assist with set up of pool in spring tackling cleaning of grounds, cleaning and painting pool and performing manual labor to prepare the pool for upcoming summer season
- May be asked to assist with closing of pool in September where storage of supplies, equipment and draining pool preparing for winter season

Administrative:

- Properly sign in members at front entrance
- Properly record and collect funds from visitors
- Answer questions and build good relationships with members
- Market club programs and build excitement

Physical and Mental requirements:

- Must be motivated and able to implement oral and written instructions
- Must be able to communicate respectfully and effectively with Board members, superiors, coworkers, members, parents, and children.
- Must be mentally prepared to handle emergency situations and rescues within a calm and professional manner
- Must be able to lift 50 pounds
- Must be able to communicate verbally, including projecting the voice across distances
- Hear noises and distress signals
- Must be able to evaluate situations; make decisions within established policies and standards
- Requires frequent heavy lifting and moving of equipment and supplies
- Knowledge and physical ability to respond in an emergency situation

Accuracy:

- Requires accurate record keeping for programs
- Deposits must to be accurate

