



# CITY OF WEST LIBERTY, IOWA

## Lifeguard

**DATE:** Adopted 12/20

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**CLASSIFICATION:** Non-Exempt      **DEPARTMENT:** Parks and Recreation

### **JOB DESCRIPTION:**

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The Lifeguard is responsible for protecting the lives of those utilizing the Municipal Swimming Pool. May have to provide emergency rescues and additional duties may include maintaining facility equipment and cleaning duties as assigned

### **DISTINGUISHING CHARACTERISTICS:**

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Lifeguards work under the supervisor of the Head Lifeguard and Pool Manager.

### **ESSENTIAL FUNCTIONS:**

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Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Complies with applicable safety, labor and occupational health standards and department policies and procedures.
- Enforces pool rules and safety regulations; rules governing the conduct of persons at a swimming pool, warning patrons against hazardous practices.
- Provides rescue, resuscitation and administers first aid to drowning or injured patrons. Completes accident forms accurately in all rescues, accidents or injuries.
- Assists with swim lessons and daily operations.
- Wears required uniform while on duty.
- Attends all in-service trainings and staff meetings.
- Understands the guard rotation and the responsibilities of each guard stations.
- Reports any broken safety or mechanical equipment immediately to the Manager or Head Lifeguard.
- Completes any assigned task given by Pool Manager or Head Lifeguard, including, but not limited to assisting other employees with their jobs during rush periods, doing janitorial work, including the concession area, completing minor maintenance work on pool facilities or grounds during off periods or the day.
- Water Safety Instructors (WSIs): Organizes and instructs assigned Red Cross swim classes with the assistance of a non-WSI guard. Completes necessary Red Cross forms and turns them into the Pool Manager.

## **QUALIFICATIONS:**

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- Knowledge of the law, rules, regulations, principles and practices of municipal pool activities.
- Knowledge of safety precautions associated with pool activities.
- Knowledge of pool maintenance and equipment.
- Knowledge of the location of all emergency equipment, first aid supplies, and how to use them without further endangering the injured person.

## **SKILLS AND ABILITIES:**

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- Ability to establish and maintain effective work and employee relationships within the department, other departments of the City, other jurisdictions and agencies and the general public.
- Ability to use logic and/or science to solve problems with several abstract and concrete variables.
- Ability to work independently while making decisions in accordance with established policies and procedures.
- Communicating effectively, both orally and in writing, in a wide variety of situations with diverse individuals and groups.
- Ability to comprehend and implement departmental policies, routines and standard operating procedures; ability to address issues.
- Ability to manage multiple projects and prioritize workload in a timely and effective manner. Performing duties efficiently and accurately to meet time sensitive deadlines.
- Ability, strength and endurance to respond as lifeguard in emergency rescue situations including ability to swim after, lift and carry swimmers from the pool and provide first aid/CPR, when necessary.
- Ability to maintain a high level of visual attention and mental concentration for significant periods of time.
- Ability to solve safety problems and deal with variables in situations where standardization exists.

## **TRAINING AND EXPERIENCE REQUIREMENTS:**

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Age:	Must be at least 15 years of age.
Education/Certifications:	Graduation from High School or equivalent G.E.D. Must have American Red Cross Lifeguarding and First Aid and American Red Cross CPR/AED for the professional rescuer Certifications.
Preferred Experience:	1 year of experience as a lifeguard for a public swimming pool operation.
Preferred Education/Training:	American Red Cross (WSI) Water Safety Certification

## **LICENSING REQUIREMENTS:**

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No licensing is required for this position.

**ESSENTIAL PHYSICAL ABILITIES:**

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Positions in this class typically require: sitting, reaching, standing, grasping, kneeling, talking, hearing, seeing, and repetitive motions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Job assignments are outdoors. Outdoor activities can include exposure to heat, cold, humidity, wind, rain, and other outside elements. Assignment may also include the delivery of equipment that can include moving, lifting, or shifting of equipment on various levels, i.e., lifting up to 50 pounds.

**SUPERVISORY RESPONSIBILITY:**

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This position has no supervisory responsibilities.

**POSITION TYPE AND EXPECTED HOURS OF WORK:**

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This is a part-time seasonal position, with no regular hours. Must be available to work evenings and weekends as job duties demand.

**DISCLAIMER:**

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The above information is intended to describe the general nature and level of work to be performed by employees in this position. It is not intended to be an exhaustive list of all duties, responsibilities, requirements, and working conditions. The City reserves the right to change or assign other duties to this position as needed and as deemed appropriate. Employees holding this position will be required to perform any other job-related duties requested by management. Reasonable accommodations may be made as needed for employees to perform the essential duties and responsibilities and meet the requirements of the position. City of West Liberty employees are considered at-will employees. An employee may terminate his/her employment at any time and the City may also terminate the employee's employment at any time. Unless otherwise provided by contract or law, all employment with the City of West Liberty is to be considered "at-will".

**SIGNATURES:**

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Employee signature below constitutes employee's understanding of the requirements, essential functions, and duties of the position.

Employee \_\_\_\_\_ Date \_\_\_\_\_