

Warrington Township

DEPARTMENT OF PARKS AND RECREATION

Job Position Description

JOB TITLE:	Lifeguard/Swim Instructor	DEPT:	Parks & Recreation
REPORTS TO:	Mary Barness Community Pool Manager/Assistant Manager	FLSA STATUS:	Hourly
BARGAINING UNIT:	None	CLASSIFICATION:	Seasonal, Part Time
DATE PREPARED:	January 11, 2023	DATE APPROVED:	

Summary

This is supervisory work of considerable responsibility. The employee in this position is responsible for the safety and welfare of members at the Mary Barness Community Pool. The Lifeguard supervises the safety of swimmers, prevents injuries and accidents, enforces, and educates on facility rules and regulations, recognizing and responding to emergencies and the instruction of swim lessons.

Employment Information

- Job runs each year from May until Labor Day.
- Hours will vary per week.
- Weekends required.
- Rate of pay \$13.00 per hour.
- Not eligible for Township benefits except those that are required by law.

*** Lifeguard must physically have in hand their Child Abuse Clearance, FBI Fingerprint, Mandated Reporting Certification and Lifeguard Certification in order to work.**

Supervisory Responsibilities

- None.
- Works under the general direction of the Mary Barness Community Pool Manager, Assistant Manager and Township Administration.

Essential Functions and Responsibilities

- Assure maximum safety of all Mary Barness Community Pool patrons at all times.
- Maintain proper discipline of patrons at all times.
- Enforce all Mary Barness Community Pool policies, rules and regulations governing the conduct of persons using the pool facilities as adopted by Warrington Township to maintain a safe swimming environment.
- Maintain constant surveillance for accidents occurring in the water or on the pool deck.
- Maintain total control of area of assigned responsibility until properly relieved.
- Be friendly, helpful, and courteous to all Mary Barness Community Pool patrons and fellow employees in the performance of duties.
- Administer first aid and cardiopulmonary resuscitation (CPR) and uses automated external defibrillator (AED) when needed according to the procedures outlined by the Mary Barness Community Pool Manager or Assistant Manager.
- Contacts emergency medical personnel when a serious injury occurs.
- Properly maintain all lifesaving equipment and be completely knowledgeable in its applied usage.
- Responsible for cleaning pool, pool area, pool furniture and bathrooms.
- Responsible for checking trash cans, removing, and replacing full bags and taking trash to the dumpster.
- Responsible for weeding the swim club flower beds.
- Maintain acceptable personal appearance at all times, including personal hygiene and uniform.
- Maintain physical condition required to perform lifesaving duties.
- Participate in weekly in-service training programs as determined by the Mary Barness Community Pool Manager or Assistant Manager.
- Assist with the operation and light maintenance of Mary Barness Community Pool.
- Assist Mary Barness Community Pool Manager and Assistant Manager in preparing weekly reports to Warrington Township. Participate in the preparation of a final year-end report and evaluation of the Mary Barness Community Pool including recommendations for future operations.
- Assume any other duties or responsibilities that the Mary Barness Community Pool Manager, Assistant Managers or Warrington Township Administration may assign to ensure proper pool operations.

Non-Essential Functions

- Perform other duties as assigned.

Qualifications

- Individual must be at least 15 years of age.
- Individual must be authorized to work in the United States.
- Child Abuse Clearance required before individual can start working.
- FBI Fingerprint required before individual can start working.
- Mandated Reporting Certification required before individual can start working.
- Must possess the following certifications from the Red Cross or other equivalent agency: lifeguard training, CPR, AED, and first aid. Required before individual can start working.
- If applicable, Work Permit required before individual can start working.
- If applicable, Parental Acknowledgement of Minors Duties and Hours of Employment.

Required Skills, Knowledge and Abilities

- Excellent observational skills.
- Excellent communication and interpersonal skills.
- Ability to teach swimming techniques to all ages and ability levels assigned.
- Ability to establish and maintain effective working relationships with superiors, associates, members of the community, the youth in the community and the general public.
- Good organizational skills.
- Ability to convey information in a clear and concise manner.
- Ability to work well with all ages.
- Ability to handle difficult situations in a diplomatic manner.
- Ability to think clearly and effectively under pressure.
- Ability to solve problems swiftly and effectively.
- Ability to enforce all the rules and regulations.
- Flexibility with work schedule and sites (evenings and weekends).
- Current certification in Lifeguard Training and Community First Aid and Safety from the American Red Cross, YMCA, or other recognized agency offering instruction in aquatics.
- Current certification by the American Red Cross in CPR for the Professional Rescuer.
- Extensive knowledge of and ability to administer or use first aid, CPR, AED, and other lifesaving techniques.
- Previous swim instructor and life guarding experience desired, but not mandatory.
- Possess excellent physical health and demonstrate maturity in attitude and appearance.
- Ability to accept responsibility for the enforcement of all Mary Barnes Community Pool rules, policies and regulations in a firm, nondiscriminatory manner.
- Ability to work with the public in a patient, understanding and diplomatic manner.
- Knowledge of first aid methods and necessary safety precautions used in aquatic work.
- Possess and demonstrate excellent swimming and lifesaving skills.

Physical Requirements

- Must be a skilled swimmer and able to pull weight through the water.

- Must be physically able to rescue someone drowning or injured in the water.
- Prolonged periods of being outdoors.
- Ability to stand, sit, walk, and run frequently at all levels.
- Ability to lift and carry up to 50 pounds of equipment.
- Ability to reach, bend, kneel, and crouch constantly throughout the workday.
- Ability to handle equipment and vehicle controls.
- Ability to work in all weather conditions.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

EEO Statement

Warrington Township provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.