

Job Description

Position: Lifeguard

Supervisor: Aquatics Director

Division: Aquatics (04)

Minimum Qualification:

1. Applicant must be 16 years or older.
2. Must possess the YMCA Lifeguard certification or American Red Cross Lifeguard Certification.
3. Must be certified in CPR, AED, and First Aid.

Essential Function:

1. Auditory ability to communicate and work with participants to prevent emergencies from happening and in the event of an emergency facilitate the appropriate response by staff and participants to rectify the situation.
2. Visual ability to observe swimmers behavior, assess appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior management.
3. Ambulatory and physical ability (including strength) to respond to situations requiring water rescue and first aid of any pool participant.
4. Cognitive and communicative skills to plan and conduct pool activities that achieve the goals and objectives of participants while also maintaining the highest degree of safety possible.

Preferred Qualifications:

1. Previous guarding experience.
2. Current certification to Administering Oxygen.

Lifeguard Responsibilities:

1. The Lifeguard is responsible for guarding the safety of the members and program participants within all aquatic facilities. This includes the pool, pool deck and hot tub. He/she will also be responsible for enforcing aquatic policies and procedures.
2. Keep qualifications in CPR, AED, FA, and LGT current and submit evidence of their currency to the Aquatic Director.
3. Lifeguards must be on time for their shift. Be on deck ten minutes before your class or activity begins. Clean-up and put away any equipment used.
4. Sit only in the green chair with your rescue tube when guarding or walk the deck with your rescue tube while scanning.
5. Teach and monitor proper use of equipment to fellow staff and participants.
6. Ensure that pool equipment such as kick boards and toys are placed neatly inside the closet or on deck at the end of a swim and at the end of the day.
7. Test pool water properly at specified times and record.
8. Document and report all problems with water, heat or chemical balance to the Aquatic Director or Maintenance Director.

9. Guards must keep the pool and surrounding areas clean and clear of clutter. The night guard must place vacuum in pool and/or sweep the pool three times each week.
10. Be in excellent health and physical condition while maintaining cardiovascular fitness and strong swimming skills.
11. Attend all Aquatic Staff meetings and participate in other YMCA aquatic and safety workshops whenever feasible.
12. Be available for other tasks as outlined and agreed upon with the Aquatic Director. Some duties may be reassigned and other duties may be assigned as required.
13. Fill in/ cover for other staff when possible (if asked).

Time Clock:

- Record daily hours worked on your time card. You will be paid 10 minutes before/after your scheduled shift. The opening and closing guards may be paid 15 minutes before and after because of extra duties to perform when opening and closing.
- Total your hours at the end of pay period- separating instruction and guard hours. Pay periods begin on every other Sunday and end in 2 weeks – every other Saturday. Turn in time cards to the Aquatic Director every other Monday by 10:00am. The following Thursday is pay day.
- Sick time will be recorded on your time cards with the hours you would have worked with the word “sick” beside them.

Absences:

- Obtain a substitute. Complete three “sub-forms.” Post one on the bulletin board, submit one to the Aquatic Director, and put one in your subs mailbox.
- Substitutes must be qualified/certified and on the YMCA payroll.
- Call the office if you are sick. Do not come in to fill out a sub form – but do call the office with the name of your sub.

Summary:

Lifeguarding is a science. A guard’s efficiency is no longer based on the number of rescues he/she makes, but rather on the limited number of emergencies occurring in his/her area of responsibility while on duty. Prevention of accidents, through knowledge of lifesaving is the chief objective of a skilled lifeguard. A person must realize that his/her vigilance and job execution are essential in the protection of human lives.