Job Description

Job Title:	Lifeguard	Classification:	Unclassified
Department:	Parks and Recreation	Grade:	600
Status:	Seasonal	FLSA:	Non-Exempt

Primary Purpose

Under general supervision; ensures the safety of patrons by monitoring patrons, enforcing facility rules and responding to incidents and emergencies.

Essential Job Functions

Management reserves the rights to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job. Regular and consistent attendance for the assigned work schedule is essential.

1. Maintains active surveillance of the pool area and supervises the safe use of the facility.
2. Enforces safety rules, policies and guidelines at the aquatic facility.
3. Addresses complaints and inquiries from patrons professionally.
4. Responds and renders swimming rescues; performs CPR and first aid as needed.
5. Assists with preseason pool start-up procedures and postseason pool close down procedures.
6. Assists with opening and closing duties daily, as needed.
7. Contributes effectively to the Parks Department, communicates effectively with co-workers, both within the department as well as outside the department. Maintains satisfactory attendance to ensure duties are performed without negatively impacting co-workers or delivery of service to the public.

Other Duties

- Instructs aquatic programs including swim lessons.
- Attends and participates effectively at departmental staff meetings.
- Maintains the confidentiality of files, records, reports as required by law, City policy, and procedures.
- Performs other duties as assigned.

Minimum Qualifications

Knowledge of: Policies and procedures regarding pool operation and safety; water safety rescue techniques, first aid and CPR; customer service skills; handling conflict; basic entry level swimmer's curriculum.

Skill in: Communicate effectively with other City employees, both orally and in writing; effective and professional communication with staff and the public; enforcing rules and procedures regarding the operation and safety of the pool; identifying and responding timely to an emergency event in or around the pool.

Education: High school diploma or GED is preferred, however current students are encouraged to apply.

Experience: No prior work experience required. Prior experience or training as a Lifeguard or swim instructor is preferred. Must be able to demonstrate swimming skills proficient enough to safely complete a water rescue.

Licenses and Certifications: A valid state issued driver's license is not required; however, transportation to and from work and off-site training programs must be accomplished without impacting attendance. Lifeguard, CPR and First Aid certification is preferred, but not required. Must successfully pass in-house training and recertification as provided.

Physical Demands Requirements and Working Conditions

This is primarily a field position as work is generally performed at a recreation site or facility; standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment; vision to read printed materials and a computer screen; hearing and speech to communicate in-person and over the telephone. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull. Employees may be required to lift, carry, push, and pull materials and objects weighing up to 25 pounds. Employees often participate by leading, teaching or engaging in the activity with participants or athletes.

Employees work in an environment with moderate noise levels, extreme temperature conditions, and may be exposed to hazardous chemicals and fumes if working in the pool area. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

Miscellaneous Requirements

Requires successful post-offer completion of a background investigation, physical exam, and drug test as a condition of employment with the City of Joplin. Must be at least 16 years of age.

Revision Date: 11/01/2021	Type of Change: Update position
Revision details: City-wide job description revision and updates.	