

Lake Walkill Community, Inc.

Job Description

Position Title: Lifeguard
Reports to: Lake Manager

Date edited: 2/7/2017

I. Position Summary.

Responsibilities:

- Provide for the safety of swimmers during posted times
- Enforcement of Beach and Diving Tower Rules & Regulations
- Provide Basic First Aid as requested
- On time reporting for work, remain on duty to end of shift
- Wear Lifeguard attire while on duty
- Stay current with Lifesavings materials, Emergency Plans & Communication Procedures

Essential Functions or Duties

II. Description of Duties

- First guard on duty is required to rake the beach and police the area. For tower duty, first guard will police the area. Hazardous conditions should be immediately reported to the Lake Manager.
- In accordance with the posted schedule, Lifeguards are responsible for providing Swim instructions.
- All guards must maintain an alert attitude and be attentive to their assigned area at all times.
- Discourage swimmers, friends and others from congregating around the Lifeguard stand as this is a clear distraction from lifeguard duties. Likewise, guards should refrain from excessive talking with visitors and keep their assigned area under careful observation. Walkie talkies are to be used for essential conversations only.
- While on walking or water patrol, control movements to keep the swimming area in full view at all times.
- Participate in periodic training sessions and drills.
- Inspect swim areas (Beach & Towers) and Safety Equipment on a continuous basis. Report any irregularities to the Lake Manager.
- Maintain a high degree of mental alertness and physical conditioning. Swim regularly, practice Life Saving and First Aid Skills.
- First shift guards are required to ensure that all required safety and First Aid equipment are set up at their respective guard positions. Last shift guards are responsible for returning all equipment to its overnight storage location.
- All guards must maintain a calm demeanor. When dealing with rules violations be courteous, tactful and poised.
- All guards are responsible for enforcing rules and regulations governing the beach area including the checking of badges for people using the facilities. All rules should be uniformly and consistently enforced.
- Any incidents that arise from enforcing the rules including all significant violations should be documented and reported to the Lake Manager.
- Requests for schedule shift changes must be submitted to the Lake Manager at least two (2) days prior to the requested change. Requests will only be considered when accompanied by the name of a qualified replacement that has certified working papers on file with the Lake Manager.

III. Special Duties

- The Senior Lifeguard shall have responsibility for maintaining the First Aid Kits. Each week on a regular schedule, the Kits should be inventoried and items replenished as needed. If you are unable to replenish the kit with the required items because they are out of stock, notify the Lake Manager so the items can be ordered.
- The Senior Lifeguard shall assist the Lake Manager with shift scheduling and other special assignments at the direction of the Lake Manager.

IV. Qualifications

- Current Red Cross Certification in Lifesaving is required
- CPR and First Aid training preferred
- Previous Lifeguard experience desirable

V. Accountability

Lifeguards are required to provide for the safety of all swimmers in their assigned area of observation. This is a serious responsibility. Guards should be aware that they are responsible for their actions and/or their omission of action.

VI. Physical and work condition demands of the position

- Some lifting and carrying on a daily basis, including the set-up of Safety Equipment
- Strenuous physical activity in the event of a Life Saving event
- Sitting for long periods of time in the outdoors
- Exposure to the sun, Lifeguards have personal responsibility to protect themselves.