



## TOWN OF YOUNTVILLE JOB DESCRIPTION

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### **SENIOR LIFEGUARD**

#### **DEFINITION**

Supervises the operation of the Veteran's Home pool for the Town of Yountville's annual recreational swim program.

#### **DISTINGUISHING CHARACTERISTICS**

The incumbent in this position performs a wide variety of aquatic and other pool related tasks to successfully provide a safe and rewarding aquatics recreation program. This is a part-time seasonal position.

#### **SUPERVISION RECEIVED/EXERCISED**

The Senior Lifeguard works under the direction of the Pool Manager, and assists the Pool Manager with staff training, supervision and overseeing swim lesson planning. In the absence of the Pool Manager the Senior Lifeguard assumes supervisory responsibilities of lifeguards, pool attendants and pool operations.

#### **ESSENTIAL DUTIES**

Assists in the planning, development and supervision of instructional swimming classes; Assists in the organization of staff safety training and teaches Red Cross safety classes; performs lifeguard duties, water safety, first aid and CPR; inspects pool facility and ensures safety and cleanliness; tests and corrects chemical balance of pool; assists in training and evaluating seasonal staff assignments. Resolves problems related to pool chemicals, operations and capacity; assists with various special recreation events. Responsible for assisting in fee collection and daily deposits for the snack bar and entry fee collection.

#### **OTHER DUTIES**

Provides assistance to the Pool manager with maintenance and customer service; maintains various records related to pool use and activity.

#### **QUALIFICATIONS**

##### ***Experience/Education/Training***

Sufficient experience, education and training to establish and maintain a summer pool recreation program. A typical way of obtaining the required qualifications is to possess some combination of at least two years of lifeguard and swim instructor experience.

##### ***Knowledge/Skill/Ability***

Strong knowledge of swimming instruction procedures; ability to train/evaluate lifeguards; knowledge of principles and techniques of water safety procedure, emergency procedure, first aid and CPR. Ability to communicate effectively in English and teach Red Cross classes to youth, teens and adults; ability to perform emergency and lifesaving procedures; Ability to supervise groups of swimmers; Ability to remain calm in emergency situations; work with people of all ages and varying aquatic skills; follow oral and written instructions in English; maintain physical condition appropriate to the performance of assigned duties and responsibilities; and establish and maintain effective working relationships with those contacted in the course of work. Knowledge of money handling and the ability to account for monies collected.

**Working Conditions**

Position requires sitting, standing, walking on level and slippery surfaces, climbing, reaching, twisting, turning, kneeling, bending, stooping, squatting and crouching in the performance of daily activities. The position also requires near, far and color vision as well as the ability to hear while performing life guarding and pool maintenance activities. Additionally, the position requires grasping, repetitive hand movement and fine coordination when writing and typing class plans and related reports and when teaching classes. The need to move and push large cement chairs and special events boxes and the need to lift and carry students weighing 40 pounds or over also is required. The nature of the work requires the incumbent to work outdoors in all weather conditions including wet, hot and cold; climb ladders; walk on scaffolds; work in confined spaces and unusual heights. The incumbent uses pool chemicals and solvents exposing the employee to fumes, dust and air contaminants which may cause eye and skin irritation. The incumbent also must be available to provide life saving techniques, work irregular or extended hours, work in fatiguing conditions and with constant interruptions, makes security deposits, and at times, work with impatient and irritated patrons.

**CERTIFICATES**

Possession of a certifications of Water Safety Instructor, Lifeguarding, Advance Lifesaving, and First Aid for Safety Personnel (Title 22) (aka EMSA) and Cardiopulmonary Resuscitation (CPR) for the Professional Rescuer certificates are required at date of appointment.

**Other**

May require evidence of a negative tuberculin test taken within the past two years. This position requires incumbents to go through the Livescan fingerprint process and state mandated supervisory training.

Approval: /s/ Steve Rogers  
Town Manager

Resolution No. 3157-14

Effective Date: 03/04/14