



CITY OF GREENFIELD
Department of Parks & Recreation

7325 West Forest Home Avenue
Greenfield, Wisconsin 53220

414.329.5370/Fax 414.543.2369
Business Hours: (M-F) 9 AM-6 PM

LIFEGUARD

TERMS OF EMPLOYMENT

JOB STATUS: Seasonal/ Casual Employee

PERIOD: Part-Time, Full Year position

BENEFITS: N/A

RATE OF PAY: Salary range \$10-\$14 /hour

NORMAL WORK WEEK:

Year Round Program, Schedule based upon candidate availability to vary between 3 to 20 hours per week

REPORTS TO: Aquatic Program Coordinator and Recreation Supervisor

POSITION QUALIFICATIONS

- Must be at least 15 years of age
- American Red Cross certified Lifeguard
- Must successfully complete the pre-employment water skills practical test
- A Lifeguard must have a level of maturity to assume responsibility for the safety of others and ability to perform rescue skills under pressure.
- Able to effectively communicate with participants, parents and general public
- Applicants will be required to pre-employment background check

PRIMARY FUNCTION

Assists (reports to) the Aquatic Coordinator. Is responsible for the safety of and provides direct supervision of participants. Is responsible for preventing injury and reacting to emergency situations.

MAJOR DUTIES/RESPONSIBILITIES

- Always maintains proper and direct supervision of participants during all scheduled programs. Never leaves the pool unsupervised to perform other duties unless relieved or in an emergency situation.
- Be prepared to react in emergency situations. Provide appropriate emergency care to facility patrons.
- Prevent injury and minimize or eliminate hazards. Inspect area prior to use.
- Performs periodic locker room sweeps to maintain order and to inspect for hazards.
- Observe, enforce, and explain all facility rules and regulations.
- Keeps deck area clear, assists with distributing and collecting equipment
- Attends in-service training programs and be aware of facility programs and scheduling. Review current aquatic staff manual. Maintain current certification.
- Assist Instructor(s) in recording attendance or Site Supervisor in admission collecting for Open Swim as a way to keep a tally of number of participants being supervised.
- Review current Activity Guide to be familiar with current policies and procedures regarding registrations, the 24-hour hotline, cancellations, etc. Adhere to all departmental policies and procedures.
- Carry out all additional duties as may be assigned by the supervisory staff.
- Complete required reports and records as assigned.

EVALUATION: Performance of this position will be evaluated by the Aquatic Program Coordinator.

This job description is intended to highlight the principle functions and is not intended to be comprehensive. Other duties may be assigned.