

School District of Lodi  
**Job Description**

(A) 3/9/20

Title: **Lifeguard**

- Qualifications:
1. Must be at least 16 years of age
  2. Red Cross Lifeguard Certification and CPR First Aid for the professional rescuer
  3. Must complete Blood Borne Pathogens and Child Abuse Prevention
  4. Must present a professional, mature image, and have excellent interpersonal communication skills
  5. Highly motivated and willing to work independently
  6. Possess current First Aid, CPR for the Professional Rescuer and Lifeguard certification
  7. Demonstrate a positive attitude with people of all abilities
  8. Remain alert, no napping/sleeping
  9. Sit for extended periods including in an elevated chair
  10. Communicate verbally, including projecting the voice across distance
  11. Hear noises and distress signals
  12. Observe all areas of pool or hot tubs
  13. Perform all needed rescues and survival skills

Reports to: Aquatics Manager

Job Goal: Under the supervision of the Aquatics Manager provide the best possible learning environment for the students of the School District of Lodi by being accountable and responsible for the safety of all patrons entering the pool and whirlpool facility.

**PERFORMANCE RESPONSIBILITIES:**

1. Be on duty 15 minutes prior to work assignment and keeping track of ones own work hours on timecards, and see that time card is completed
2. Swim suit must be worn while on duty. Lifeguard must be readily identifiable with guard shirt, suit or shorts.
3. Lifeguard shall have rescue tube, fanny pack, and whistle on them at all times
4. Do not wear shoes. Exception aqua shoes
5. Responsible for the safety of facility patrons
6. Enforce all of the facility's policies, rules, and regulations
7. Provide supervision for all participants in the pool and hot tub facilities with continuous scanning procedures

8. Provide discipline and control measures, being fair and consistent at all times
9. Keep the pool deck area safe and clean
10. Position self in one of the lifeguard chairs, standing on deck or patrolling the deck
11. Keep stereo volume down to a reasonable level
12. Hand out equipment at own discretion
13. Administer deep water test to patrons under the age of 18
14. No reading, eating, use of cell phone or engaging in long conversations with anyone
15. Safety rope dividing the shallow and deep end shall be put across during any open/family swim times
16. Never leave the pool deck unattended
17. Recognize and respond effectively to emergencies
18. Respond to patron inquiries and concerns and provide information as needed
19. Inspect the aquatic facility on a daily schedule and report unsafe conditions and equipment to supervisor
20. Attend staff meetings and in-service training
21. Responsible to follow emergency procedures for life-threatening situations, fire and severe weather
22. Responsible to follow OSHA guidelines for clean-up of any body fluids on deck and follow pool contamination guidelines for any body fluids in the pool or whirlpool water.
23. Responsible to follow closing procedures at the end of the day
24. Responsible to keep all certifications current and on file.
25. Responsible to find a qualified substitute in the event a sub is needed
26. For abiding by all policies and guidelines, and pool rules and regulations and all state health codes as applicable to swimming pools
27. Responsible to contact the On Duty Lead Lifeguard and/or Supervisor in the event a situation arises in the pool or hot tub area that is a distraction to the lifeguard on duty
28. Professionalism at all times is required. Maintain positive image through tact and genuine concern for patrons and all staff
29. Notice of resignation must be in writing to the Aquatic Director two (2) weeks from the last scheduled day of work
30. Have a full working knowledge of the Emergency Action Plan (EAP) and assist when necessary.
31. Complete both the Opening and Closing Checklist at each of your shifts.

#### ESSENTIAL JOB FUNCTION DESCRIPTIONS:

1. Ability to arrive at work on time and be prepared to complete job performance responsibilities.
2. Ability to work cooperatively with other staff to promote a friendly and caring environment for students and program visitors.
3. Ability to meet standards of hygiene and appearance appropriate to the position.
4. Ability to complete assigned performance tasks within a reasonable time frame.
5. Ability to learn and practice universal precautions in dealing with any body fluid spills.
6. Ability to work while dealing with a sense of urgency (e.g. an emergency situation).
7. Ability to maneuver from room to room.
8. Ability to perform repetitive tasks.

9. Ability to lift and carry a minimum of 20 lbs.
10. Ability to respect district rules of confidentiality in that no specific student information is shared with anyone who does not have a legal right to that information.
11. Ability to supervise small/large groups of students.
12. Ability to follow district, building and program policies and procedures.
13. Ability to complete clerical/technical duties associated with identified performance responsibilities and as required for district reporting or budget purposes.
14. Ability to complete other appropriate tasks periodically assigned by the Aquatics Manager, Director of Indoor Community Pool & CREW, or District Administrator that are necessary or required to carry out monetary/performance responsibilities of the Lifeguard.

TERMS OF EMPLOYMENT: Salary and work year to be established by the Board of Education.