



Recreation & Community Services Department

2450 S. 68th Street, West Allis, WI 53219

(414) 604-4900

www.wawmrec.com

Position: Lifeguard- Part-time seasonal

Summary: Lifeguards works under the direct supervision of the Recreation Program Manager and Pool Supervisor. Ensure safety and well-being of all patrons of pool and facility at all times.

Qualifications:

- Must be at least 15 years of age.
- Provide documentation of certification(s) to Aquatics Program Manager.
- Possess current Red Cross First Aid and CPR/AED certificate.
- West Allis-West Milwaukee Recreation Department prefers to hire lifeguards who but possess a Red Cross lifeguard training certificate but under law may hire anyone who has a county lifeguard certification. Other forms of certification must be pre-approved.
- Able to either walk or stand for entire shifts including open swim and swimming lessons without any concern.
- Ability to share general department program knowledge and answer or direct questions to appropriate department personnel.

Responsibilities:

- Enforce all pool regulations/rules at all times. If a patron is not abiding by rules, remind patron of the reason for the rules, explaining in a courteous and polite fashion. Avoid debate on rules with patrons. If they are continuing behavior, contact locker room staff person to notify the pool site supervisor or use personal discretion on whether or not they need to be asked to leave.
- Maintain proper supervision of pool facility at all times. Avoid socializing with other staff members, patrons, or friends if they are present.
- Guards should always stay separate from one another. When switching areas, make sure this is done in a timely fashion to decrease distractions and allow for safety!
- ALWAYS BE ALERT! You must stand at attention while guarding. You may not be seated at any time!
- Know emergency action plans for all facilities.
- Greet and welcome all participants, parents, and/or community members.
- Help to create and ensure a safe program environment which may include program set-up and clean-up and general cleaning of spills, bodily fluids, etc. as the program dictates.
- Work collaboratively with all other district and department personnel.



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- Representative of the Recreation Department, uphold and exemplify department policies and guidelines in all aspects of job performance and in relationships with children, families and district employees as outlined in the department employee handbook.
- Administer and/or assist with basic First Aid and completion and submission of accident report forms.
- Serve as point of contact in event of an emergency (medical, weather, fire, security, etc.).
- Communicate program information, expectations to participants, parents, and/or community members.
- Communicate all program changes, incidents, needs, or concerns to immediate supervisor or department program administrator.
- Complete, collect, and submit all applicable forms, reports, and payroll documentation as directed by immediate supervisor or department administrator.
- Ability to facilitate conflict resolution and independently problem solve as directed by immediate supervisor or department administrator.
- Other duties as assigned by immediate supervisor or department administrator.

Application Procedure:

Candidates must complete an application at www.wawmrec.com and submit

The West Allis-West Milwaukee Recreation and Community Services Department does not discriminate on the basis of age, race, sex or sexual orientation, marital status, handicap, national origin, creed, arrest or conviction record, ancestry, member of military reserve, or any other reason prohibited by state or federal law.

This description has been prepared to assist in properly evaluating various classes of responsibilities, skills, working conditions, etc., present in the classification. It is intended to indicate the kinds of tasks and characteristic levels of work difficulty that will be required of positions that will be given this title. It is not intended as a complete list of specific duties and responsibilities. Nor is it intended to limit, or in any way modify the right of any supervisor to assign, direct and control the work of employees. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.