



MONONA GROVE

SCHOOL DISTRICT

5301 Monona Drive, Monona, WI 53716

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www.mononagrove.org

Position Description

Position Title:	Lifeguard
Department / Location:	Aquatics
Reports to:	Aquatic Supervisor
Employees Supervised:	None
Classification:	Non-exempt
Status:	12 month
Created / Revised:	February 2025

Job Purpose

Lifeguards will assist in providing a fun, comprehensive community swim program while maintaining a safe aquatic environment. Work schedule varies with 5-25 hours per week available.

Essential Functions and Responsibilities

- Always maintain proper and direct supervision of participants during all scheduled programs. Never leave the pool unsupervised to perform other duties unless relieved or in an emergency.
- Must arrive 15 minutes prior to shift starting.
- Substitute for staff as needed.
- Must know the functions of all pool equipment.
- Facilitates all activities in the pool.
- Know the emergency safety procedures.
- At the start of shift, inspect the pool and pool deck for safety issues. Inspect and maintain all safety equipment daily and repair or replace as needed. Report hazards to the Head Lifeguard/Aquatics Supervisor.
- Complete other tasks as assigned by the Aquatics Supervisor and Head Lifeguards.
- Handle public concerns, problems or suggestions in a calm, professional, courteous manner, and a positive attitude.
- While on duty must wear a staff uniform and always be rescue ready (rescue tube, pocket mask and whistle).
- Must follow and enforce all pool policies and rules.
- Completes daily facility reports and records.
- Responsible for opening and/or closing of aquatic facilities.
- Maintains a clean, safe, and orderly facility at all times.
- Understand, comply with, and enforce all staff and pool policies, rules, and regulations set forth by the State Health Department and the Aquatics Supervisor.

- Prevent accidents and injuries by eliminating hazardous situations. Observe, enforce and be able to explain all facility rules and regulations.
- Recognize and respond quickly to all emergencies. Always have appropriate equipment ready and immediately available. Provide appropriate emergency care to all patrons.
- Attend all staff meetings and in-service trainings.

Knowledge, Skills and Abilities

- Have thorough knowledge of lifeguarding techniques and water safety practices.
- Possess and demonstrate leadership skills, public relation skills, and decision-making skills.

Physical Requirements

- Be in good physical condition, have good verbal communication skills, show initiative, be dependable, show enthusiasm, and have a desire to serve the public.

Education and Experience

- Must be 15 years old.

Licenses and Certifications

- Must hold a current Lifeguard certification.

EEO Statement

The MGSD 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.

Acknowledgement

By signing this job description, I acknowledge that I have read and understand the duties, qualifications and requirements of the position. My signature further attests that I am able to perform the essential functions of this position with or without a reasonable accommodation. I understand that this job description does not represent a contract of employment and that the Monona Grove School District reserves the right to change duties, responsibilities or activities with or without notice.

Employee Signature

Date Signed