

approved

STUDENT LABOR POSITION DESCRIPTION

Seabury Center

Most Recently Updated 04/14/99

Position Title: Lifeguard
Must work 10 or 12 hrs/wk.

I. Grade Level: 1-3

II. Description:

A. The following are essential duties for this position:

1. Ensure users' safety and protect their lives by staying alert on the job.
2. Minimize or eliminate hazardous situations and behaviors.
3. Enforce all facility rules and regulations with courtesy and fairness.
4. Recognize and respond quickly and effectively to all emergency situations, including administering first aid and/or CPR if needed.
5. Attend weekly in-service training.
6. Have pool open at scheduled time; wear swimsuit, rescue tube and whistle.
7. Perform other job-related duties as assigned.

B. The following are *possible additional* duties for this position:

1. Educate users about facility rules and regulations.
2. Perform maintenance and cleaning as assigned by supervisor.
3. Inform other lifeguards and facility staff when more help or additional equipment is needed.
4. Set up and take down pool for swim meets and other events in the pool.
5. Works Seabury event as required.
6. See that the workplace and environs are clean.

III. Learning Opportunities:

- A.** If grade 1, develop the attributes appropriate to Grade 1 positions: learning to meet schedules and standards of performance, efficient use of time, healthy attitudes toward work and supervision, working with others, sharing responsibility, recognition of the importance of work, basic skills and information.
- B.** If grade 2, develop the attributes appropriate to Grade 2 positions: learn to take personal responsibility; apply knowledge to a situation; self-identify skills, talents, interests and limitations; learn and develop confidence in skills or program knowledge; and appreciate work as a process as well as a product.
- C.** If grade 3, develop the attributes appropriate to Grade 3 positions: an understanding of the importance of initiative; awareness of job-related needs; ability to identify problems; analytical ability; problem-solving ability; and an understanding of the role of standards and leaders.
- D.** Know actions can save a life.

- E. Earn the respect and appreciation of peers and patrons.
- F. Gain a sense of pride by accepting challenges and meeting goals and the facility's standards.
- G. Be prepared to respond effectively to emergencies both on- and off-duty.
- H. Gain discipline and decision-making skills that will help prepare for the future.

IV. Basic Qualifications:

- A. General: current American Red Cross Lifeguard Training, CPR for Professional Rescuer, and Community Safety and First Aid certificates.
- B. Skill: ability to perform in-service swimming/life guarding skills.
- C. Physical: stay fit, so can respond to any situation.
- D. Academic: satisfactory required.

V. Desirable Qualifications:

- A. Reliability and maturity.
- B. Courteous and consistent.
- C. Wise use of initiative.

VI. Narrative Summary:

Student ensured users' safety and protected their lives by staying alert on the job, minimized or eliminated hazardous situations and behaviors, enforce facility rules and regulations with courtesy and fairness, recognized and responded quickly and effectively to all emergency situations, attended weekly in-service training, ensured pool open at scheduled time. Student may also have educated users about facility rules and regulations, performed maintenance and cleaning, informed other lifeguards and facility staff when additional help or equipment was needed, set up and broke down pool for swim meets and other pool events, and staffed sports events.