

**Town of Burlington
Parks & Recreation Department
Lifeguard Job Description**

Purpose

The primary responsibility as a lifeguard is to prevent drowning and other injuries from occurring. Candidates must be able to ensure the safety of patrons by minimizing or eliminating hazardous situations or behaviors. This person will need to be able to solve on-the-job issues by utilizing effective critical thinking and decision-making skills and possess the ability to work with diverse populations. Lifeguards must be able to enforce pond and facility policies and be able to communicate effectively why policies are in place.

Duties and Responsibilities include, but are not limited to:

- Recognize and respond effectively in emergency situations by activating the Emergency Action Plan (EAP).
- Actively guard and scans the pond area at all times; refrains from socializing while guarding.
- Communicate and enforce all Foote Road policies and rules in a personable and professional manner.
- Staff must always wear your swimsuit, Town of Burlington staff shirt, and whistle while on duty.
- Proper response in a timely manner, includes radio communication to the front desk, building managers, and direct supervisors.
- Cooperate and communicate professionally with camp staff and campers
- Record daily participation numbers and complete daily cleaning assignments.
- Attend and participate in regular in-service trainings.
- Provide a welcoming environment for all patrons.
- Document any incidents and/or injuries.
- Maintain a clean and tidy work space by performing maintenance duties throughout shifts.
- Perform other duties as assigned

The duties listed above are intended only as illustrative of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar or a logical assignment to the position.

Minimum Qualifications

- Current Red Cross Lifeguard Certification Required.
- Current CPR/ First Aid/AED Certifications Required.
- Knowledge of water rescue and resuscitation techniques;
- Ability to remain calm and alert in emergency situations and act accordingly;
- Ability to deal with public and other staff in a non-confrontational manner;
- Ability to communicate in a clear, concise manner.

Preferred Qualifications

Previous lifeguarding experience

Mental and Physical requirements:

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be able to perform continuous bending, twisting, stooping, reaching and lifting of moderate to heavy weight material up to 50 lbs.
- While performing the duties of this job, the employee will often work out of doors in all weather conditions.
- Vision abilities required by the job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus.
- Ability to keep his/her composure with the public and co-workers in everyday, stressful and emergency situations.

Criteria for Success:

- Ability to recognize and respond to emergencies through knowledge and application of lifeguard surveillance and rescue techniques.
- Ability to enforce pond and facility policies while providing a high level of customer service to patrons and community members.
- Ability to display a positive attitude for all patrons
- Ability to prioritize tasks, manages their time and balance professional and personal commitments.
- Arrives prepared and on time for work and consistently demonstrates service excellence.
- Able to assess a situation and make an informed decision independently.
- Ability to work as a team with other lifeguards, facility staff and management.

Pay Rate: \$16.25 per hour

Pond Hours: Monday-Saturday 11:30 am – 7 pm