

FLSA STATUS	Non-exempt	CIVIL SERVICE	No
UNION	No	TELECOMMUTE ELIGIBLE	No
DEPARTMENT	Parks / Beach	DEPARTMENT NUMBER	445
REPORTS TO (TITLE)	Aquatic Facility Manager / Program Supervisor	JOB FAMILY	Parks and Recreation
PAY GRADE	Seasonal Rates	DATE OF LAST REVIEW	October 2024

NATURE OF WORK
A lifeguard is a part-time seasonal position working at The Beach. A lifeguard is responsible for enforcing pool rules and providing emergency rescue for swimmers. Requires flexible schedule with ability to adjust today, night, holidays, and weekend work.

DUTIES / RESPONSIBILITIES *(These are the highlighted responsibilities of the position. An employee in this position may also be required to perform other related duties as assigned.)*

1. Maintains constant surveillance of patrons in the facility; acts immediately and appropriately to secure safety of patrons in the event of emergency. Provides safety precaution information as needed.
2. Examines injured persons and administers first aid or cardiopulmonary resuscitation, if necessary, using training and medical supplies and equipment.
3. Presents professional appearance and attitude at all times and maintains a high standard of customer service.
4. Maintains quality of pool water by testing chemical levels.
5. Assists with maintaining and cleaning pool deck areas, brushes pool surface areas and clean tiles, pool equipment and components such as pool gutters, ladders, railings, and diving boards. Regularly inspects equipment for safety hazards and damage or wear.
6. Prepares appropriate documentation and reports related to injuries/incidents, weather and facility conditions, and reports safety issues to supervisors.
7. Performs various maintenance duties as directed to maintain a clean and safe facility. Includes sanitizing of restrooms and locker room, trash pick up and removal, sweeping and mopping of areas.

FUNCTIONAL SPECIFIC RESPONSIBILITIES MIGHT INCLUDE:
N/A

SUPERVISORY RESPONSIBILITIES
Does not officially supervise other employees.

TRAINING/EDUCATION AND EXPERIENCE REQUIREMENTS
N/A

LICENSING / SPECIAL REQUIREMENTS

Possess and maintain throughout employment a current certification in American Red Cross Lifeguarding, Waterpark Lifeguarding, CPR-PR, and Standard First Aid.

Must be at least 15 years of age

SKILL / ABILITIES REQUIREMENTS

- Knowledge of relevant equipment, policies, procedures, and strategies to promote effective local, state, or national security operations for the protection of people, data, property, and institutions.
- Ability to react quickly and calmly in emergency situations.
- Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- Ability to understand and follow oral and written instructions.
- Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

PHYSICAL REQUIREMENTS

Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, handling, grasping, talking, hearing, seeing and repetitive motions.

Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects.

WORKING ENVIRONMENT / CONDITIONS

The working environment / conditions for this position frequently include:

- Hazardous physical conditions (mechanical parts, electrical currents, vibration, etc.)
- Hazardous materials (chemicals, blood, other body fluids, etc.)
- Extreme temperatures
- Environmental (challenging behaviors, imminent danger, threatening environment)
- Ability to work outdoors including adaptability to reasonable cold and warm weather, extreme temperatures, precipitation and various levels of light.

CLASSIFICATION HISTORY

DATE	COMMENT
November 2023	Updated per PDQ by BC
October 2024	Updated with departmental feedback by BC

EEOC

The City of Ottumwa is an Equal Opportunity Employer. In compliance with applicable state and federal law, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the City.

ACKNOWLEDGEMENT	
I have read the job description and can perform the essential functions of the job either with or without a reasonable accommodation.	
Date	Signature

NOTE

The above position description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.