

CITY OF LIBERTY
Seasonal/Temporary Job Description

JOB TITLE: Lifeguard/Instructor
REPORTS TO: Aquatics Program Coordinator
DEPARTMENT: Parks & Recreation
PROGRAM: Pool Lifeguard and Swim Lesson Instructors

JOB SUMMARY

Supervises the pool area as assigned, ensuring safety, rules and regulations are followed while meeting the needs of pool participants. Serves as an ambassador for the Center greeting customers with a cheerful and positive attitude, and tending to customer needs.

JOB SCOPE

Serves as a Certified Lifeguard and instructor for swimming lessons for youth and adults. Keeps the pool deck and water clean. Checks pool chemical balance as assigned by supervisor. Periodic spot-check cleaning in the locker room areas.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Supervise the pool area assigned to ensure safety, rules and regulations.
2. Perform proper procedures for any emergency situation.
3. Check pool chemistry as assigned and follow chemical adding instructions.
4. Keep the pool deck clean and equipment stored in a neat fashion.
5. Be consistently alert and professional while on duty.
6. Study lesson plans if teaching and be on time and prepared for each class. Check attendance and names to ensure proper registration.
7. Communicate to both parents and children your lesson plan for the class and be cheerful and friendly to all participants.
8. Treat each participant equally regardless of his or her ability.
9. When in the locker room area, pick up trash, wipe down sinks and mirrors.
10. Report any damages or concerns to your supervisor.
11. Be willing to be flexible on guard and instructor schedule to ensure coverage.
12. Perform related work as required.

OTHER ASPECTS OF THE JOB

Requires Ellis and Associates Lifeguard Certification, CPR, and First Aid Certification. Past experience in pool supervision and swim lessons preferred.