



## CITY OF PATASKALA, OHIO POSITION DESCRIPTION

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<b>POSITION TITLE:</b>	Head Lifeguard
<b>HOURLY PAY RATE:</b>	\$10.50 per hour
<b>POSITION TERM:</b>	Seasonal (non-permanent)
<b>DEPARTMENT:</b>	Parks and Recreation Department
<b>POSITION REPORTS TO:</b>	Parks and Recreation Manager
<b>NUMBER OF OPENINGS:</b>	One (1)
<b>FLSA STATUS:</b>	Non-Exempt
<b>CIVIL SERVICE STATUS:</b>	Unclassified

### **JOB DESCRIPTION:**

#### **Basic Functions**

In addition to those functions and responsibilities of a general lifeguard, work under the close supervision of the Pool Manager, to ensure effective performance of all lifeguards, confirm all certifications are current, hold in service training as directed, and perform facility inspections in and around the pool to ensure the safety of patrons and enforcement of rules and policies.

#### **Essential Functions**

Duties include, but are not limited to, the following:

- Serve as a leader to supervise the Pataskala Community Pool
- Ensures the swimmers and patrons are well supervised; fills in where necessary
- Orients new lifeguards to job duties and responsibilities; Ensures training is adequate and up to date
- Schedules, coordinates and conducts in service training; Ensures all lifeguards are competent in CPR, First Aid and water rescue techniques
- Assists with scheduling of lifeguards to ensure adequate coverage and monitors lifeguard performance in conjunction with safety regulations and pool policies
- Advises Pool manager of needed maintenance, supplies and repairs;
- Is trained in the mechanical aspects of the pool operations including backflushing, chemical changes and water quality levels and corrections
- Serves as a good role model and mentor to young swimmers

## **HOURS:**

- Be available afternoon and evening shifts
- Able to work during weekends and holidays
- Able to work special events, community events, and pool parties

## **Safety**

- Follows established safety procedures
- Reports unsafe conditions to supervisor
- Assists with department housekeeping

## **Other Duties**

- Other related duties as required or assigned by the Parks and Recreation Manager

## **MINIMUM REQUIREMENTS FOR ENTRY TO POSITION**

- Must be 18 years of age
- Possess current Lifeguard Training, First Aid, and CPR-PR Certifications
- Open to become a certified pool operator
- Previous experience a plus
- Ability to work and enforce policy and procedure with no supervision
- Relate well with public and be highly reliable
- Attend regular in-services and meetings
- Ability to investigate and resolve citizen complaints and inquiries.
- Ability to establish and maintain effective working relationships with employees and the general public.
- Red cross Water Safety Instructor (WSI) ability to teach all skill levels. Must possess current certificates in American Red Cross CPR for the professional.

All applications will be reviewed and considered for qualifications. The City of Pataskala reserves the right to determine if an applicant meets the essential qualifications of the position.

The City of Pataskala is an equal opportunity employer

Posted: Thursday, January 30, 2020

Approved by City of Pataskala Personnel Board of Review – November 11, 2019