



**CITY OF
SOUTH LAKE TAHOE**

City of South Lake Tahoe Head Pool Lifeguard

CLASS CODE	3477	SALARY	\$20.13 - \$24.47 Hourly \$3,489.46 - \$4,241.45 Monthly \$41,873.52 - \$50,897.39 Annually
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ESTABLISHED DATE	August 31, 2022	REVISION DATE	August 31, 2022
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Summary Description

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

Summary Description Under direct supervision of the Recreation Manager, provides lead supervision for Lifeguards, monitors activities at pool, functions as a Lifeguard, oversee and monitors the daily activities of the City aquatics staff and programs. Prepare and maintain routine reports on staff and operations; prepare staff schedules; supervise the care and maintenance of swim lesson and lifesaving equipment; inventory equipment and supplies; enforce water safety rules and regulations; perform rescues; perform first aid and resuscitation; act as a liaison between the public, staff, and office personnel; suggest program improvements; supervise routine maintenance; plan and facilitate staff meetings and in-service training; handle general daily functions of an aquatics facility; notify supervisors of disturbances, emergencies and staff performance problems; open and close swimming facilities; assist in the planning, organization, set up and tear down of accommodations for special events and facility rentals, assist manager as requested.

Identifying characteristics The Head Lifeguard is the advanced journey-level classification in the Lifeguard series and distinguished by the performance of oversight duties at the facility with minimal instruction or assistance. Incumbents are expected to function independently when performing regularly assigned tasks and are expected to effectively problem solve situations within the parameters of designated job duties. Incumbents must have experience as a lifeguard and also perform both lifeguarding and swim instruction duties.

Representative Duties

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Assist the Recreation Manager to plan, prioritize, train, assign, supervise and review the work of aquatics staff.
2. Recommend and assist in the implementation of goals, objectives, policies and procedures of the facility and its programs and staff.
3. Orients new lifeguards to job duties and responsibilities.

4. Ensures that all lifeguards are current on their training and certifications through scheduling, coordinating, and conducting in-service training.
 5. Leads and organizes events at the pool and collaborates with non-aquatics personnel to maintain aquatics operations.
 6. Ensures that aquatic programs are occurring as desired and assists with the overall management of swimming events.
 7. Perform general pool and daily facility maintenance as assigned.
 8. Open and close assigned facility.
 9. Assist with sanitary control measures performing occasional pool maintenance clean up, and pre-measured chemical treatment in the absence of aquatic maintenance personnel.
 10. Maintain order and discipline.
 11. Prevent unsafe practices and enforce department and pool rules and regulations.
 12. Ensure that the facility and equipment are in safe condition.
 13. Correct hazards whenever possible.
 14. Report any hazards not immediately rectifiable.
 15. Observe and assess swimmers in the pool area from an assigned station to identify and prevent unsafe conditions or potential hazards.
- Explain and enforce pool rules to provide a safe and accident-free pool environment.
16. Administer CPR, AED, and American Red Cross first aid when necessary.
 17. Perform lifeguard and swim instructor duties.
 18. Performs other duties as assigned.

Qualification

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties. Knowledge of: basic swim strokes (crawl, breast, back, side and elementary back);

American Red Cross lifeguarding principles and lifesaving skills; water safety practices; leadership techniques and methods; and general pool maintenance functions.

Ability to: pass basic swim test as applied to all aquatics staff including able to swim 300 yards continuously while demonstrating breathing control and rhythmic breathing, tread water for two minutes using the legs only, and complete a timed weight retrieval from the deepest section of the pool.

Ability to: rescue persons using Red Cross Lifeguard techniques; remain calm in emergency situations; demonstrate patience when working with patrons of all ages; maintain high fitness level; maintain courtesy and communicate with diplomacy to secure voluntary compliance with facility policies and rules; prepare written reports and records, assist with daily maintenance of the swimming facility; and resolve problems efficiently using diplomacy and tact.

Availability to work days, early mornings, late evenings and weekends and modify schedule seasonally to maintain aquatics operations.

Education and Experience Guidelines - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training:

Equivalent to completion of the 12th grade.

Experience: Three years of increasingly responsible experience including some lead supervisory experience.

Certificates:

Must possess all of the following at time of appointment:

American Red Cross Lifeguard Training

American Red Cross Cardio Pulmonary Resuscitation for the Professional Rescuer

American Red Cross Water Safety Instructor Title 22 - First Aid for Public Safety Personnel within six-months of employment.

Must possess or obtain American Red Cross Lifeguarding Instructor (LGI) certification within one-year (12) months of hire as a condition of continued employment.

Physical Demands-Working Conditions

Environment: Works in an inside/outside aquatics facility environment, in seasonal climate and weather conditions; works with slippery surface conditions, where water and swimming pool chemicals are frequently encountered; and subject to emergency situations.

Physical: Primary functions require sufficient physical ability and mobility to work in a field setting; to sitting, walking, standing, and swimming for prolonged periods of time; bending, stooping, kneeling, or crouching; reaches with hands and arms; lifts, pushes, and pulls up to 200 pounds when responding to emergency lifesaving situations; dexterity of hands and fingers to operate pool equipment; mental capability to observe people and situations, and respond calmly in emergency situations.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction, speaking sufficient to exchange information in person.

FLSA Designation: Non-Exempt

Other Requirements

Pursuant to California Government Code Section 3100, all public employees are required to serve as disaster service workers subject to such disaster service activities as may be assigned to them by their supervisor or by law.

