

SHAWNEE COUNTY, KANSAS
Position Description
Intermittent Seasonal Aquatics Lifeguard

POSITION CONTROL NUMBER: **Various**

FLSA STATUS: **N**

POSITION DESCRIPTION

Under general supervision, ensures the safety of patrons in the facility by enforcing rules, surveying the water, and responding to emergencies. Ensures swimmers safety in the pool area. Administers first aid or lifesaving techniques in emergency situations. May be assigned to provides swimming lessons (dependent on experience and certification). Performs other duties as assigned. This position is supervised by the Intermittent Aquatics Lifeguard Manager and the Aquatics Supervisor.

This position is an Intermittent temporary, non-benefits eligible position. Intermittent positions are allowed to work up to 988 hours per year and may be ended prior to that without cause at Management's discretion.

WORK PERFORMED

70% Lifeguarding. Ensures facility rules and regulations are followed. Maintains safe swimming environment. Administers first aid and cardiopulmonary resuscitation (CPR) when needed. Contacts emergency medical personnel. Performs occasional pool maintenance and cleaning tasks.

20% Customer Service. Possess professionalism on stand and in the guard room. Have the capability to communicate clearly and professionally, listen to patrons, and fully comprehend and complete an incident report. Able to listen and respond to patrons concerns.

10% Other Duties as Assigned.

KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of:

- Executime timecard software
- Lifeguard skills
- Aquatics EAP protocol
- Functions of various aquatic facilities.
- Federal, State and County laws, resolutions, rules and regulations.
- Extensive knowledge of and ability to administer or use first aid, CPR, and other lifesaving techniques.

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Ability to:

- Maintain constant surveillance of patrons in the facility.
- Ability to enforce pool regulations and rules.
- Provide emergency care and treatment as required.
- React calmly and effectively in emergency situations.
- Present professional appearance and attitude at all times.
- Maintains a high standard of customer service
- Understanding and completing an incident report in detail
- Perform various janitorial duties as directed to maintain and clean and safe facility.
- Perform miscellaneous job duties as assigned.
- Interpret and apply Federal, State and County laws, resolutions, rules and regulations.
- Follow oral and written instruction.
- Strong decision making and analytical abilities.

Skill in:

- Excellent observational skills.

PHYSICAL REQUIREMENTS

N-Never O-Occasional (1%-33%) F-Frequent (34%-66%) C-Continuous (67%-100%)

	N	O	F	C		N	O	F	C		N	O	F	C
HANDS					BODY/TRUNK					OTHER				
Reaching			X		Sitting			X		Driving		X		
Pushing/Pulling		X			Bending			X		High Elevation	X			
Climbing			X		Reaching			X		Unprotected Heights	X			
Throwing		X			Lifting-50 lbs.		X			Around Moving Machinery		X		
ARMS					Carrying			X		Driving Automotive Equipment		X		
Reaching			X		Jumping		X			Exposure to Dust, Gases and Fumes		X		
Lifting-50 lbs.		X			Twisting		X			Cramped Body Position		X		
Pushing/Pulling		X			Squatting		X			Sustained Positions		X		
Carrying			X		Turning			X		Noise Levels (Excessive)		X		
Throwing		X			LEGS/FEET					Electrical Hazards		X		
EYES					Walking			X		Slippery Surfaces			X	
Near Vision				X	Standing			X		Work Above Ground		X		
Far Vision				X	Sitting			X		Work Below Ground		X		
Color Vision				X	Carrying		X			Irregular Surfaces		X		
VOICE					Climbing			X		Moving Objects			X	
Talking				X	Jumping		X			In High Volume Traffic		X		
EARS					Turning			X		Exposure to Marked Changes in				
Hearing				X	Lifting-50 lbs.		X			Temperature and Humidity				X

EQUIPMENT USED

Computer

Office Furniture

Misc. Office Equipment

Telephone

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MINIMUM QUALIFICATIONS

Fifteen (15) years of age.

SPECIAL REQUIREMENTS

Acquire Lifeguard certification prior to working.

Required to lift fifty (50) pounds.

Must be available to work a wide range of schedules, including evenings, weekends and holidays.

Required to pass a pre-employment drug screen prior to employment.

This position is an Intermittent temporary, non-benefits eligible position. Intermittent positions are allowed to work up to 988 hours per year and may be ended prior to that without cause at Management's discretion.

This Position Description is not designed to list all tasks and responsibilities of this position. Shawnee County reserves the right to revise or change job duties as the need may arise. This Position Description does not constitute a written or implied contract of employment.

I have read and understand the duties and requirements for this position.

Employee's Signature / Printed Name

Date

Administering Supervisor's Signature / Printed Name

Date

Appointing Authority's Signature / Printed Name

Date

Created: 9/19
Revision History: 05/25