

## CITY OF COVINA

### LIFEGUARD

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

#### **DEFINITION:**

Under supervision, monitors swimmers in and around the pool; enforces regulations; performs related duties to ensure the safe use of the public swimming facilities; performs other related duties as required.

#### **DISTINGUISHING CHARACTERISTICS:**

The **Lifeguard** is the journey level class responsible for monitoring swimmers in and around the pool. The incumbent supervises the activities at the City pool and ensures the safe use of the public facility. This class is distinguished from the next higher classification of Recreation Services Supervisor in that the latter has overall responsibility for the Recreation Services Division.

#### **SUPERVISION RECEIVED/EXERCISED:**

Receives general supervision from the Recreation Services Supervisor. This class does not routinely exercise supervision.

#### **ESSENTIAL FUNCTIONS:** *(include but are not limited to the following)*

- Supervises the activities of swimmers in and around the pool; ensures that policies, rules and regulations are observed and that no safety hazard is created; maintains pool safety.
- Participates in the cleaning and maintenance of the pool and its facilities and equipment.
- Administers first aid in the event of injuries.
- Assists in opening and closing the pool facility.
- Rescues persons in distress or danger of drowning.
- Warns swimmers of improper activities or dangers.
- Completes incident reports in the case of an accident.
- Responds to the public; answers inquiries and gives information pertaining to the pool, the facility, and the swimming programs that are offered.
- Acts as an instructor as assigned; opens and closes the facility in the absence of an Assistant Pool Manager or the Recreation Services Supervisor.

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- Establishes positive working relationships with representatives of community organizations, state/local agencies, City management and staff, and the public.

### **PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:**

Position requires sitting, standing, walking, reaching, twisting, turning, kneeling, bending, stooping, squatting, grasping, and making repetitive hand movement in the performance of daily duties. The position also requires both near and far vision when reading correspondence, statistical data and using a computer. The need to lift, drag and push files, paper and equipment weighing 25 pounds or more is also required. The incumbent may be exposed to cleaning chemicals, or pool chemicals. Additionally, the incumbent in this outdoor position works in all weather conditions, including wet, hot and cold and is required to swim.

Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

**QUALIFICATIONS:** *(The following are minimal qualifications necessary for entry into the classification.)*

#### **Education and/or Experience:**

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a **Lifeguard**. A typical way of obtaining the required qualifications is to be at least fifteen years of age, and have completed sophomore year of high school. Previous lifeguard experience is desirable.

#### **License/Certificate:**

Possession of, or ability to obtain, a valid class C California driver's license, unless underage. Possession of an American Red Cross Lifeguard Training certificate, CPR certification, American Red Cross First Aid or Community First Aid & Safety certification, and State of California, EMS 7-1/2 hours of safety training is required.

**KNOWLEDGE/ABILITIES/SKILLS:** *(The following are a representative sample of the KAS's necessary to perform essential duties of the position.)*

#### **Knowledge of:**

Modern principles and practices of aquatics programs; facilities, operations and techniques used in an aquatics programs; lifeguard training and basic pool safety; current techniques in swim lesson instruction; basic principles of mathematics; applicable federal, state and local laws, codes and regulations related to aquatics programs, including safety practices and SB 198 laws; rules, regulations and policies affecting and related aquatics programs; methods and techniques of scheduling work assignments and facility usage; proper English, spelling and grammar; occupational hazards and standard safety practices.

#### **Ability to:**

Monitor the activities of the City pool and aquatics programs; work flexible hours, including evenings and weekends; analyze assigned programs and develop and recommend appropriate responses; implement, explain and apply applicable laws, codes and regulations related to aquatics programs; read, interpret and record data accurately; organize, prioritize and follow-up on work assignments; work independently and as part of a team; make sound decisions within established guidelines; analyze a complex issue, and develop and implement an appropriate response; follow written and oral directions; observe safety principles and work in a safe manner; enforce safety rules relating to assigned recreational events; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

**Skill to:**

Operate standard recreation tools and equipment.