

**Village of Cuyahoga Heights  
Position Description**

<b>Position Title:</b>	<b>Life Guard I</b>	<b>FLSA Classification:</b>	Non-Exempt
<b>Reports To:</b>	Pool Manager	<b>Department:</b>	Service
<b>Approved By:</b>	Mayor	<b>Final Approval/Update:</b>	February 2016

---

**POSITION SUMMARY**

Under the general supervision the Lifeguard monitors the activities in the swimming area to prevent accidents and provides assistance to swimmers when necessary.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

*The following is an outline of the basic duties and responsibilities of the above-titled position. It describes the duties and responsibilities in the broad scope, and is not intended to be all-inclusive, and does not constitute a contract of employment. Individual(s) in this position may from time-to-time be assigned other duties as appropriate. This is a seasonal, part time position.*

Lifeguards must have and maintain a current Lifeguard and First Aid certification for the duration of the pool season

- Communicate and enforce all rules and regulations to patrons as needed, as well as communicate these incidents with manager on duty
- Remain alert at all times while on duty, have equipment ready at all times and handle all incidents in a manner appropriate manner according to their training
- Maintain the cleanliness and order of the pool area, including the baby pool
- Vacuum both the baby pool and the big pool
- Attend all required staff meetings and trainings: at least two hours per month
- Other duties as deemed necessary by a manager

**QUALIFICATIONS (KNOWLEDGE, SKILLS AND ABILITIES)**

- Ability to positively interact with the general public
- Knowledge of life guarding, swim lessons instruction, CPR/First Aid, and public relations
- Ability to react effectively in emergency or stressful situations

**Minimum**

At least 16 years of age with current certifications in Lifeguard Training, First Aid/CPR.

**Preferred**

Life guard experience.

**WORKING CONDITIONS (ENVIRONMENT/PHYSICAL DEMANDS)**

**Environmental**

Work is performed at an outdoor facility and will include exposure to all types of weather conditions, including exposure to the sun, and chemically treated water; and may involve occasional exposure to stressful situations such as rescuing drowning victim.

**Physical/Mental**

Swimming ability to perform rescue operations; sitting/standing for extended periods of time, and the physical ability to perform rescues when necessary. Occasional stressful/strenuous physical activity when reacting to emergency situations is possible.

**Employee's Acknowledgement of Receipt and Understanding**

*I understand that this description outlines the basic duties and responsibilities of my job in the broad scope and is not intended to be all-inclusive and that I may be assigned other duties from time to time as appropriate. The duties, responsibilities, authority, relationships and accountabilities outlined above are directly related to my job and will be used when evaluating my job performance. I also understand that this position description does not constitute an employment contract between me and the Village of Cuyahoga Heights.*

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name