



## JOB DESCRIPTION

**Title:** Water Park Lifeguard  
**Department:** Public Properties  
**Reports to:** Water Park Manager  
**Pay Grade:** N/A  
**Date Adopted:** June 8, 2021  
**Previous Revision Date:**  
**Last Revision Date:**

**Type:** ☐ Full Time  
☒ Part Time  
**FLSA:** ☐ Exempt ☐ Salary  
☒ Non Exempt ☒ Hourly  
**Union:** ☐ Yes  
☒ No

---

### Job Summary:

Responsible for ensuring safety of facility patrons by preventing and responding to emergencies and assisting in the safe and efficient operation of the municipal water park.

---

### Essential Functions:

1. Enforce all facility policies, rules, and regulations.
2. Enforce safety measures and recognize and respond to emergency situations. Ensure the safety of patrons in and around the pool by providing constant surveillance of participants.
3. Inspect facility on a daily schedule and report unsafe conditions and equipment to Water Park Manager.
4. Rescue swimmers in distress, administer first aid and CPR, as necessary.
5. Prepare records, accident reports, and other administrative paperwork. Complete first aid forms and make notes of water rescues performed during shift.
6. Assist with routine maintenance and cleaning operations of the water park facility, including but not limited to: toilets, shower walls, sweeping the deck, picking up garbage, and vacuuming the pool.
7. Attend and participate in in-services training.
8. Assist patrons in a positive, caring, and productive manner. Promptly respond to questions and concerns.

9. May be required to work evenings/weekends as needed.
  10. Establish and maintain effective working relationships with City officials, fellow employees, patrons, and members of the public.
  11. Keep confidential information confidential.
  12. Perform duties in extreme weather conditions.
  13. Report to work within thirty-five (35) minutes for emergencies under normal driving conditions, as required.
  14. The employee must work the days and hours necessary to perform all assigned responsibilities and tasks. Must be available (especially during regular business hours or shifts) to communicate with subordinates, supervisors, customers, vendors and any other persons or organization with whom interaction is required to accomplish work and employer goals.
  15. The employee must be punctual and timely in meeting all requirements of performance, including, but not limited to, attendance standards and work deadlines; beginning and ending assignments on time; and scheduled work breaks, where applicable.
  16. The employee must be able to work extended hours in an emergency.
  17. Performs other work which is consistent with the essential functions of the job.
  18. Performs other duties as assigned.
- 

**Education and Special License(s)/Certifications:**

Possession of American Red Cross Lifeguard Certificate required.

Possession of American Red Cross Standard First Aid preferred.

Possession of American Red Cross CPR Certificate or American Heart Association CPR Certificate preferred.

---

**Experience:**

Must be at least fifteen (15) years of age.

---

**Skills:**

1. Good oral and written communication skills.
2. Good listening skills.
3. Ability to perform basic math and accounting skills.
4. Organizational skills.
5. Analytical skills.
6. PC computer skills. (Windows-based word processing and spreadsheet software skills).

7. Manual dexterity.
  8. Ability to work in environment with constant interruptions.
  9. Good typing and data entry skills.
  10. Good customer/public relations.
- 

**Mental Requirements:**

1. Ability to analyze safety situation.
  2. Ability to make quick decisions.
  3. Ability to stay alert for long periods of time.
  4. Ability to work independently.
  5. Ability to work in a team.
  6. Ability to assess situation and use judgement in responding.
  7. Ability to work under distracting conditions.
  8. Mechanical aptitude.
  9. Alpha/numeric recognition.
  10. Ability to carry out assignments through oral and written instruction.
  11. Diplomacy and judgement.
  12. Logical reasoning.
  13. Ability to train and guide others.
  14. Ability to exhibit tact, diplomacy, and judgment when dealing with co-workers, other City employees, and external contacts.
  15. Ability to multi-task.
  16. Ability to work under pressure.
- 

**Physical Requirements:**

1. Hand, eye, and body coordination to stand, walk, reach with hands and arms, and lift children and/or adults out of the water.
  2. Ability to withstand extreme weather conditions.
  3. Ability to use close vision, distance vision, peripheral vision, depth perception, and adjust focus.
  4. Ability to distinguish among colors.
  5. Ability to work with exposure to noise.
  6. Ability to work at extended heights.
  7. Ability to lift up to fifty (50) pounds.
  8. Ability to bend, climb, and stoop.
  9. Ability to sit or stand for long periods of time, but also have the mobility to respond immediately for emergency incidents.
- 

**Supervisory Responsibility (Direct and Indirect):**

Direct        None

Indirect

---

---

**Disclaimer:**

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed for individuals with this job title. However, this job description is not intended to be an exhaustive list of all qualifications, skills, efforts, duties, responsibilities, or working conditions associated with the position.

---

Approved:

**Tobias J. Tempelmeyer, City Administrator**

**June 8, 2021**