

LIFEGUARD

Name: _____

Job Description (Rev. 1/19)

Evaluation Date: _____

Reports to: Pool Manager

Period: _____

SUMMARY:

The Lifeguard is primarily responsible for assuring the safety, cleanliness, and efficient operation of the pools at YMSC with oversight and minimum direction from the Pool Manager.

Evaluation
Scale 0-12
10 = 100%

MEMBERS:

LEVEL: _____

- _____ 1. Supervise all pool attendees while on duty.
- ☐ Always keep rescue tube ready and whistle around your neck
- _____ 2. Remain competent in performing life-saving procedures and administering the Emergency Action Plan and assure that you are "on guard" and prepared for an emergency.
- ☐ Participate in monthly meetings for education and skill drills
 - ☐ Keep certifications current with copies on file
- _____ 3. Be friendly to members and helpful in all situations.
- ☐ Enforce pool rules CONSISTENTLY
- _____ Total _____
- _____

Evaluation
Scale 0-12
10 = 100%

FACILITY:

LEVEL: _____

- _____ 1. Assist with maintaining Facility in immaculate condition by conducting the routine maintenance chores listed on the Daily Task sheet; as well as other cleaning and repairs as assigned by the Pool Manager.
- ☐ Complete all tasks as requested without jeopardizing the safety of the patrons
 - ☐ Complete all tasks relating to pump room functions
- _____ 2. Maintain the Pool equipment in a safe, working, clean and attractive condition, in accordance with all State, City, and County Codes.
- ☐ All pool and pump room readings are recorded daily as required

- _____ 3. Keep Pool Manager informed of any problems or concerns regarding the operation of the facility.
- _____ ☐ Verbalize requests only if the Pool Manager is present or use appropriate written communication methods and leave in mailbox

_____ Total _____

COMMUNICATION:

LEVEL: _____

- _____ 1. Acquire and maintain necessary Lifesaving, CPR for the Professional Rescuer & First Aid certifications.
- _____ ☐ Copies of certifications are given to the Pool Manager
- _____ 2. Stay abreast of any changes in Pool activities and events.
- _____ ☐ Read Communication Log daily for updates and changes to any operation
- _____ 3. Arrange for substitute coverage when unable to work scheduled shift.
- _____ ☐ Substitute contracts are completed with appropriate signatures
- _____ ☐ Be a team-player and act as a sub when requested, so others can sub for you as needed
- _____ 4. Arrive for work 15 minutes before the shift begins per YMSC policy.
- _____ 5. Participate in mandatory meetings and training sessions required by the Pool Manager.

_____ Total _____

LIFEGUARD - EXPECTATIONS:

LEVEL: _____

- _____ 1. Display a consistently positive attitude towards members, staff and job tasks.
- _____ 2. Enforce the Rules & Regulations of the Club in all instances.
- _____ 3. Solve problems quickly and efficiently in both the Pool's and Member's best interest.
- _____ 4. Stay aware of membership trends and attitudes and alert Pool Manager of any perceptible changes.
- _____ 5. Attend all staff meetings as requested by management.
- _____ 6. Understand that club cleanliness is a top priority for all members, therefore assist wherever necessary to keep the Club spotless.
- _____ 7. Create and maintain a reputation for credibility and integrity with all members and staff.
- _____ 8. Maintain all certifications that are required (ie: CPR/AED, Lifesaving, etc.)

_____ Total _____

PRODUCTS OF THE LIFEGUARD:

- ☐ Safe, healthy aquatic environment that guarantees repeat usage.
- ☐ Clean pool always.
- ☐ Zero complaints from members related to Lifeguard duties.

Improvement Comments:

Lifeguard: _____

Date: _____

Supervisor: _____