

JOB DESCRIPTION
MURFREESBORO PARKS AND RECREATION DEPARTMENT
PART-TIME LIFEGUARD

1. JOB TITLE: PART-TIME LIFEGUARD

2. DEFINITION: The part-time Lifeguard performs public water safety and recreational work by supervising and enforcing regulations at aquatic facilities. The Lifeguard is responsible for the health and safety of patrons in attendance in an aquatic environment. This protection is both preventive as well as corrective. The Lifeguard is under the direct supervision of the assigned supervisor and the administrative supervision of the Director of Parks and Recreation. All employees are responsible to the City Manager. This position is classified as Non-Exempt for the purposes of the Fair Labor Standards Act, and as having a reasonably foreseeable occupational exposure to bloodborne pathogens. As Safety Sensitive, the employee is subject to pre-employment, reasonable suspicion, post-accident (incident), random, promotion and transfer, return-to-duty and follow-up drug and alcohol testing.

3. EQUIPMENT/JOB LOCATION:

- a. The employee operates lifesaving equipment such as rescue hooks, rescue tubes, ring buoys, spine boards, c-collars, etc. The employee also operates chemical feeders, pool vacuums, wet/dry vacuums, pool filters, and other equipment related to pool maintenance.
- b. Lifeguards work indoors and outdoors in a tobacco-free environment but may be exposed to inclement weather. The employee may be exposed to chemicals used in the sanitizing of the swimming pool facilities, and may also be exposed to bodily fluids while performing rescues.
- c. All City facilities and vehicles are tobacco-free.

4. ESSENTIAL FUNCTIONS OF THE JOB:

- a. Prevents accidents and minimizes or eliminates hazardous situations.
- b. Responds quickly to all emergency situations in the water and performs water rescues.
- c. Renders first aid as needed.
- d. Communicates with other lifeguards and facility staff the need for additional assistance or equipment.
- e. Observes and enforces all rules and regulations of the assigned facility.
- f. Educates the patrons and informs them of the purpose of and the need for rules and regulations.
- g. Identifies and assists patrons having difficulty.

- h. Completes all required records and reports on schedule and submits them to the proper person.
- i. Performs periodical chemical checks on the pool water.
- j. Performs various pool maintenance functions such as brushing pool sides, policing pool area, vacuuming pool, etc.
- k. Interacts and communicates with the public and other employees in a courteous and professional manner.
- l. Checks and maintains the cleanliness of the locker room, offices, building, and surrounding grounds.
- m. Work is performed typically sitting, standing, and swimming; however, walking, bending, stooping, reaching, climbing up and down lifeguard stand, and lifting equipment and objects weighing up to fifty (50) pounds is required on an intermittent basis.

5. EXAMPLES OF ESSENTIAL DUTIES:

- a. Monitors pool areas as assigned.
- b. Climbs up and down lifeguard stands.
- c. Assists with various camps and programs throughout the City.
- d. Maintains certifications in CPR, AED, Lifeguard Training, and First Aid.
- e. Attends training sessions and staff meetings.
- f. Keeps supervisor informed of any problems arising with participants.
- g. Reports any maintenance issues of the pool equipment to the appropriate supervisor.

This list of examples is not comprehensive.

6. ADDITIONAL EXAMPLES OF WORK PERFORMED:

- a. Performs other duties and special projects as assigned.

7. REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- a. Prefer applicants who are a minimum of eighteen (18) years old.
- b. Must have legal authorization to work in the United States of America.
- c. Must submit to and pass a pre-employment drug and alcohol screen.
- d. Must not have been convicted of, pleaded guilty to, entered a plea of *nolo contendere* to, or received judicial diversion for any felony charges or to any violation of any federal or state laws or city ordinances relating to force, violence, theft, dishonesty, gambling, controlled substances, or sex-related crimes.
- e. Must not have been convicted of, pleaded guilty to, entered a plea of *nolo contendere* to, or received judicial diversion for any misdemeanor charges involving DUI/DWI or alcohol, or use, possession, manufacture, or sale of controlled substances or drug paraphernalia within the past five (5) years.

- f. Must possess a current (must not be expired) American Red Cross Lifeguard Training Certificate which includes AED Certification. YMCA equivalent is acceptable.
- g. Must possess a current (must not be expired) American Red Cross CPR for Professional Rescuer Certificate.
- h. Must possess a current (must not be expired) American Red Cross Standard First Aid Certificate.
- i. Must have physical strength and ability to perform strenuous water rescues, give CPR and first aid.
- j. Must have swimming and rescue skills.
- k. Knowledge of proper rescue techniques and proper use of rescue equipment.
- l. Ability to work with different age groups.
- m. Demonstrates a positive image with the public and staff.
- n. Literacy in English with the ability to understand and carry out oral and written instructions and posted schedules.
- o. Ability to exercise independent judgment within the limits of the position.
- p. Ability to work flexible hours with evening, weekend, and holiday work required.
- q. Ability to appear on time for work and notify the appropriate individual if unable to work.
- r. Ability to maintain accurate time sheets and submit them to a designated supervisor in a timely manner.
- s. Ability to learn and follow City policies and regulations.
- t. Ability to establish and maintain effective, harmonious, cooperative, and productive working relationships with other City employees and the public.
- u. Ability to perform the duties of the job for the scheduled workday.
- v. Ability to perform a variety of tasks simultaneously or in rapid succession.
- w. Ability to concentrate and accomplish tasks despite interruptions.
- x. Work is performed typically sitting, standing, and swimming; however, walking, bending, stooping, reaching, climbing up and down lifeguard stand, and lifting equipment and objects weighing up to fifty (50) pounds is required on an intermittent basis.

Non-Exempt
Safety Sensitive
November 19, 2009