

## Headguard (P&R)

Grade 9  
Part-Time, non-exempt  
Effective: 06/19/21

### **GENERAL DEFINITION:**

Under general direction of the designated supervisor, ensures the safety of patrons in the aquatics area and responds to emergencies.

### **WORKING CONDITIONS:**

This is moderate physical work that involves standing for long periods of time, as well as the ability to sit in an elevated chair for long periods of time. The job requires reaching, pulling, jumping, carrying, swimming and the ability to exert quick bursts of energy in emergency situations. Visual acuity is required to enforce safety rules and to determine need for a rescue. Hearing is required to perceive information at normal at normal spoken word levels. Vocal communication is required for effective communication with staff and public. Work is performed primarily indoors but exposed to temperature changes and/or noise, odors, heights and or/dust may occur. On rare occasion, may be exposed to outdoor weather conditions.

### **ESSENTIAL FUNCTIONS/TYPICAL TASKS:**

1. In the absence of the Aquatic Supervisor, supervises any aquatic staff on duty.
2. Assists Water Safety Instructors as needed and supports recreational programs.
3. Adheres to and enforces all pool rules to secure safety of patrons. In the event of an emergency, takes the lead or oversees the aquatic team in providing emergency care and treatment as required until the arrival of Emergency Medical Services.
4. Performs various maintenance duties such as power washing pool decks and changing pool filters to maintain a clean operational facility.
5. Assists the Aquatic supervisor with scheduling needs. Steps in when needed.
6. Prepares and maintains appropriate activity reports including daily checklists and completes all required forms relating to facility incidents/accidents.
7. Responsible for performing regularly scheduled chemical pool readings, adjusting setpoints when needed, backwashing the pools, and weekly spa cleaning.
8. Maintains skills by performing mandatory monthly fitness swims and/or training exercises and assists in running in-service trainings.
9. Performs miscellaneous job-related duties as assigned by the Aquatic Supervisor or Aquatic Coordinator.
10. Assists at Parks and Recreation events, as needed.

### **KNOWLEDGE, SKILLS, AND ABILITIES:**

General knowledge of aquatics, water safety rules, first aid practices and techniques; ability to enforce rules in a tactful and effective manner; ability to effectively lead an aquatic team; ability to remain calm under pressure/stress/in emergency situations; ability to always present a professional appearance and attitude; ability to use a computer; effective communication skills; time management skills; ability to work flexible schedule to include opening and closing shifts as well as weekend shifts.

### **EDUCATION AND EXPERIENCE:**

Must be at least 18 years of age. Must possess current American Red Cross Lifeguard/First Aid certification; current CPR/AED for the Professional Rescuer; current Waterpark Certification (or the ability to obtain within 2 weeks of hire); current Administering Emergency Oxygen (or the ability to obtain within 2 weeks of hire). AFO/CPO preferred. WSI preferred.

### **SPECIAL REQUIREMENTS AND DISCLAIMER:**

#### **Special Requirements**

Must possess satisfactory results of a criminal history background check and CPS Registry check.

**Disclaimer**

The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications as required of employees assigned to this job.