

**CITY OF MEDINA****CLASSIFICATION DESCRIPTION****POSITION:** Lifeguard - Temporary**DEPARTMENT:** Parks and Recreation**REPORTS TO:** Police Office Manager**FLSA STATUS:** Non-Exempt, Unrepresented, Part-time**PAY RANGE:** \$20.00 - \$27.00 per hour DOE**GENERAL FUNCTION**

Under immediate or general supervision of the Police Office Manager, primary duties include guarding assigned beach area, educating the staff and public to promote safe recreation at the beach, enforcing safety rules and responding to all emergency situations in an appropriate manner, assisting in the maintenance of grounds, and keeping all lifeguard and lifesaving and First Aid equipment in good repair and ready for use.

**HOURS AND DURATION**

Up to 30 hours per week; hours will vary depending on scheduling, weather, and beach attendance. Lifeguards may be required to work special events, evenings, weekends, and holidays. Season begins in late June and runs through late August. Attendance is mandatory for in-service trainings.

**REPRESENTATIVE ESSENTIAL DUTIES AND RESPONSIBILITIES**

This list is intended only to illustrate the various types of work that may be performed. When on the job:

- Enforce City of Medina Beach Park rules and regulations and educate the public about them.
- Recognize and respond quickly and effectively to all emergencies and incidents at the beach park, dock, and designated swimming areas.
- Open and close Medina Beach Park on time maintaining proper lifeguarding standards and safety checks.
- Perform water rescues, using appropriate equipment and in compliance with certification training standards and City of Medina policies and procedures.
- Complete assigned records and reports accurately and in a timely manner.
- Strive to prevent accidents and injuries.
- Observe and manage beach and water areas for unsafe situations or problems and report any unsafe situations or conditions.
- Immediately report any damage or incidents in a timely manner to the Police Office Manager using appropriate procedures and forms.
- Immediately report any emergencies to the Police Department and promptly inform the Police Office Manager
- Wear the designated uniform.
- Provide a high level of customer service for patrons and staff.
- Inspect beach guarding equipment on a regular basis.
- Must have regular and predictable work attendance.
- Work as a team with fellow lifeguards, city staff, and management.
- Perform other related job duties as assigned.

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

Knowledge of:

- Lifeguarding techniques, usage of equipment and first aid practices.
- Effective customer service methods.
- Effective safety practices and precautions related to beach front activities.

Skills / Abilities:

- Establishing effective working relationships with other lifeguards, City employees and the general public.
- Work independently in the field without direct supervision.
- Conduct basic beach front maintenance and perform light custodial duties.
- Enforce beach front rules and regulations.
- Write, speak, and visually communicate with others, particularly under stressful emergency conditions.
- Work flexible hours including nights and weekends.

## **MINIMUM QUALIFICATIONS**

- Must be 15+ years of age.
- Must possess and maintain a valid certification in American Red Cross Lifeguard Training, and CPR/First Aid for the professional rescuer.
- Enrolled in high school, high school graduate, GED, or an equivalent education program.
- Lifeguarding experience at pool or waterfront area(s).
- Physical strength and stamina; ability to swim and perform lifesaving skills on adults and youth.
- Successful completion of a Nationwide and Washington State criminal history background check.
- Complete required documentation of the Immigration and Nationality Act (I9 form) within three days of employment with the City of Medina.
- Copy of Social Security Card and photo identification.

## **WORKING CONDITIONS**

Work is performed outdoors around, over and in the water to include water rescue of individuals. Exposure to direct sunlight for extended periods of time is likely. Must be able to work outdoors for 4-8 hours in all kinds of weather conditions, be able to hear calls for help and see troubled swimmers or beach users, be able to lift 20-40 lbs., be able to operate a telephone for emergency communications with Public Safety staff and must be a strong swimmer and able to navigate steep slopes quickly. Work activities involve combinations of sitting, standing, walking, and swimming. May work non-standard workweeks and shifts, to include split shifts, evenings, weekends, and/or holidays.