

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: \$21.00 to \$27.00 per hour (Depending on Experience)

GENERAL FUNCTION

Under immediate or general supervision of the Police Office Manager the primary duties include guarding assigned beach area, educating the staff and public on 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 ensuring all lifeguard, lifesaving and First Aid equipment is maintained 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 to early September. Attendance is mandatory at all in-service trainings.

REPRESENTATIVE ESSENTIAL DUTIES AND RESPONSIBILITIES

On the job duties include but are not exclusive to:

- Enforce City of Medina Beach Park rules and regulations and educate the public about them.
- Identify and respond promptly to all emergencies and incidents at the beach park, dock, and designated swimming areas.
- Open and close Medina Beach Park on time completing all 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.
- Identify any hazards or unsafe situations that may also result in potential accidents/injuries.
- Immediately report any damage or incidents in a timely manner to the Police Office Manager using appropriate procedures and forms
- Report any emergencies to the Police Department and 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 reliable 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 and appropriate use of equipment
- First aid and CPR
- Effective safety practices and precautions related to beach front activities.

Skills / Abilities:

- Commitment to providing excellent customer service.
- Ability to follow and give instructions.
- Establish effective working relationships with other lifeguards, City employees and the 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 and adapt wherever possible to changes in situation and schedules.

MINIMUM QUALIFICATIONS

- Must be 15+ years of age.
- Must possess and maintain a valid certification in American Red Cross Lifeguard Training, CPR/First Aid for the professional rescuer, and valid Waterfront Certification.
- 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 with the 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 outside, over and in the water to include rescue of individuals. Must be able to work for four to eight hours in all weather conditions – including exposure to direct and prolonged sunlight. Must be alert to any calls for help; identify troubled swimmers or beach users; must be a strong and confident swimmer and able to lift 20-40 lbs. and navigate steep slopes. Must also be able to operate a telephone to communicate with Public Works or Police. 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.