

Lake Jane Lead Lifeguard Job Description

The Lake Jane Pool Committee is looking for Lead Lifeguards who will create a safe and positive atmosphere that welcomes and respects all Lake Jane Members and their guests while maintaining safe swimming conditions in the pool, deck and surrounding areas.

Lead Lifeguard Duties

1. Highly-skilled in the application of lifeguarding surveillance and rescue techniques.
2. Excellent customer service skills.
3. Able to communicate effectively and calmly with patrons, colleagues, facility manager and pool committee.
4. Assist in the training of lifeguards and pool hut workers.
5. Ensure that the daily checklists are completed and that the tasks are completed properly.
6. Check all doors and gates at the end of the night to make sure the facilities are locked and secured.
7. Assist hut workers in balancing their till at the end of their shift. Help them work through any errors. If errors cannot be easily reconciled, group text the pool committee for assistance.
8. Determine whether the pool is busy enough for the hut worker to extend their shift and whether or not the pool needs to be closed due to lack of patrons, weather or sanitary reasons.
9. Be willing to advocate for the needs of the staff and facility to maintain a safe and enjoyable environment for everyone. This could include writing to or presenting to the full Lake Jane Estates Board.

Essential Functions of Lifeguard

1. Maintains active surveillance of the Pool area.
2. Knows and reviews all emergency procedures and responds to emergency situations immediately.
3. Responds to challenges with possible solutions in a timely manner.
4. Knows, understands and consistently applies safety rules, policies and guidelines for the pool.
5. Remains calm and objective when under pressure or when challenged by others.

6. Check the pool for hazardous conditions when arriving and monitor throughout the shift.
7. Performs chemical testing when not guarding, as required and takes appropriate action.
8. Supervises pool hut workers and helps to ensure that the pool and facilities are being maintained throughout their shift.
9. Completes incident reports as necessary
10. Communicates effectively with the Pool Committee and Facility Manager.
11. Checks in members and their guests (verifying membership)
12. Friendly guest interaction in person and over the phone.
13. Responsible and accurate use of the cash register and cash handling
14. Cleans, sanitize and organize the pool hut area and do routine checks of cleanliness of pool deck, tables, and pool toys.
15. Maintains and clean bathroom facilities, including toilets, sinks, benches, and floors. Floors should also be monitored for standing water and squeegeed as needed.
16. Doing all checklist duties as assigned.
17. Responsible for the cash drawer and deposits at the end of shift.
18. Responsible for cleanliness of facilities. Cleans and stocks facilities as needed and at the end of shift.
19. Ensures that all swimmers have an emergency card on file
20. Locks up and securing facilities at the end of shift.
21. Other duties as assigned.

Leadership Competencies

- Inclusion
- Critical Thinking and Decision Making
- Emotional Maturity
- Ensuring employee and facility rules are followed

Qualifications

- Minimum of one summer lifeguarding at Lake Jane Pool
- American Red Cross Lifeguard Certified (or equivalent)
- Ability to maintain certification-level physical and mental readiness.
- Must be able to demonstrate lifeguard skills at all times.
- Must be able to attend mandatory training dates.

WORK Environment & Physical Demands

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- Physically perform all skills required of a lifeguard.
- Hear noises and distress signals in the aquatic environment, including in the water and anywhere around the zone of responsibility.
- Remain alert with no lapses of consciousness.
- See and observe all sections of an assigned zone or area of responsibility.
- Ability to pass a swim competency test.

Job Type: Part-time

Pay: \$16.75 per hour

15-40 hours per week