Carroll Independent School District
Job Description

JOB TITLE: Head Lifeguard  Pay Grade: 0A2
Supervisor: Aquatics Manager  Employment Days: 260
Department: Aquatics  Wage/Hour Status: Non-exempt

MISSION:
Building on a Dragon tradition of excellence, the Carroll Independent School District will foster a safe, caring, and creative learning environment that inspires students to realize their full potential as they positively impact the world around them.

JOB SUMMARY:
This position will ensure safety for all swimmers and pool patrons and is responsible for directing the pool lifeguard staff.

QUALIFICATIONS:
- Current YMCA or Ellis Certificates; ARC Lifeguard Instructor Certification preferred
- Minimum age requirement of twenty-one years
- One year of life guarding experience required
- Strong swimmer
- Effective interpersonal skills
- Excellent oral and written communication skills
- High School Diploma

MAJOR RESPONSIBILITIES:
- Uphold and adhere to safety rules.
- Coordinate training and evaluation of lifeguard staff with the Aquatics Manager and/or designee.
- Prevent accidents through the enforcement of policies, regulations, and ordinances governing the conduct of persons using the swimming pool.
- Ensure that the lifeguards are in their proper areas at all times and change stations as scheduled.
- Report definite or potential physical hazards and unsafe conditions to the Aquatics Manager and/or designee.
- Manage patron complaints and report complaints to the Aquatics Manager.
- Check chemical supply and environment and coordinate with Aquatics Manager.
- Use checklist to perform security check of building prior to closing the facility.
- Determine pool area usage as needed and supervise lifeguards in preparation.
- Constantly observe for accidents occurring in the water, on the deck, or on diving equipment.
- Enter the water to rescue persons in trouble, resuscitate swimmers who may need it, administer first aid to the injured, and call 911 for serious accident cases.
• Display professionalism, courtesy, and helpfulness to all pool patrons and fellow employees in the performance of duties.
• Maintain an acceptable appearance at all times, with regard to both uniform and personal hygiene and ensure that lifeguards are in appropriate attire.
• Be adaptable and flexible in acceptance of changes in techniques and procedures.
• Maintain a professional level of confidentiality regarding all district matters.
• Support the goals and objectives of the district and follow district policies.
• Perform other duties as assigned.

EQUIPMENT USED: As directed by the Aquatics Manager.

MENTAL DEMANDS:
This individual should be a self-motivated starter; perform tasks with little or no supervision; maintain a proactive attitude when establishing relationships among district personnel; and maintain emotional control under stress

PHYSICAL DEMANDS/ENVIRONMENTAL FACTORS:
This position will require approximately 25% walking/standing; 50% sitting and 25% lifting; carrying up to 50 lbs; and stooping/bending.

THE REFERENCED STATEMENTS DESCRIBE THE GENERAL CHARACTERISTICS, QUALIFICATIONS AND PERFORMANCE RESPONSIBILITIES OF THIS POSITION, HOWEVER, ADDITIONAL REQUIREMENTS MAY BE STIPULATED DURING THE TERM OF ASSIGNMENT.

REVIEWED BY: ___________________________ DATE: ________________
(Director of Personnel Services)

APPROVED BY: ___________________________ DATE: ________________
(Assistant Superintendent for Administrative Services)

Date Created: 7/2003  Date(s) Revised: 10/2015