WFPS JOB DESCRIPTION

Position Title: Lifeguard
Department: Hulbert Aquatic Center
Reports To: Pool Supervisor and Activities Director
Date of last review: June 2022

SUMMARY: As a member of the Hulbert Aquatic Center, the lifeguard is responsible for providing patrons with a safe, clean and enjoyable setting while responding to their needs as they relate to use of the aquatic program areas.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *(Other duties may be assigned)*

- Provide a safe, clean, comfortable and enjoyable environment for our patrons while they are using Hulbert Aquatic Center.
- Follow the procedures of our certifying agency, the Minn-Kota Chapter of the American Red Cross.
- Knowledgeable of life guarding regulations established by the American Red Cross and Hulbert Aquatic Center
- Knowledgeable of all pool equipment and ensure that they are working properly and report any problems to the Aquatic Supervisor.
- Attend all meetings and training sessions as mandated by your supervisor.
- Record chemical readings, water temperature, pool inspections, accident/incident reports and participant statistics, etc. as instructed by your supervisor.
- Arrive on the pool deck ready to work, on time, dressed in your uniform and have in your possession all necessary equipment.
- Keep full attention on the pool and its occupants at all times when on duty.
- Ability to adhere to the assigned work schedule by maintaining regular and punctual attendance.
- Assist with large event set up and take down.

SUPERVISORY RESPONSIBILITIES: None

QUALIFICATION REQUIREMENTS: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Education and/or Experience:
High School diploma or general education degree (GED). Red Cross Lifeguard Certification.

Language Skills:
Ability to read, write and comprehend simple instructions, short correspondence and memos.
Ability to effectively present information in one-on-one and group situations to guests.

Mathematical Skills:
Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio and percent and to draw and interpret bar graphs.

Other Skills and Abilities:
Ability to work with a variety of people. Ability to maintain composure under stressful conditions. Ability to develop effective working relationships with students, staff and the school community. Ability to communicate clearly and concisely, both orally and in writing. Ability to use computers and other forms of technology. Ability to perform duties with awareness of all district requirements and Board of Education policies. Understanding of confidentiality and commitment to abide by confidentiality regulations. Understand the importance of practicing good ergonomics in the workplace.

Collaborative & Compassionate Skills:
Ability to work with others, resolve controversy and conflict through respectful negotiation; understand the ideas, opinions, and skills of others; accept constructive feedback. Ability to understand the complexities of cultures and global issues and see other viewpoints; explain the cultural impacts of decisions, articulate perspectives and show empathy. Serve as a role model in the community.

Communication Skills:
Ability to read, analyze, and interpret professional journals, technical procedures or governmental regulations. Ability to connect and share ideas, select an appropriate format to express thoughts and ideas with integrity and appropriate digital citizenship. Ability to examine and convey complex concepts; analyze content to produce coherent written and oral communication for a diverse audience including administration, staff, and the community. Ability to read, write and comprehend technical documentation and information.

Critical Thinking Skills:
Ability to use systems thinking to go beyond knowledge reproduction to reason, organize, summarize, interpret, analyze, and synthesize complex information in ways that generate new understanding. Ability to interpret a variety of instructions provided in written, oral, diagram, or schedule form. Ability to apply mathematical concepts such as fractions, percentages, ratios and proportions and work with concepts such as probability and statistical inference. Exercise good judgment in interpreting and implementing school district policies and procedures.

Future-Ready Skills:
Ability to integrate appropriate technological tools into work production. Ability to utilize technological tools to explore and create original work, communicate, and to record and report data. Ability to apply knowledge of current research and theory to work products.

Resilient and Reflective Skills:
Ability to demonstrate physical, social, mental, and emotional soundness in order to execute the duties of the position, persisting on a path toward physical and mental wellness despite impediments and challenges. Ability to find passion and value in a task; persist with resilience, accept change, be hopeful, rely on others when needed, and propose solutions to problems.

Responsibility Skills:
Ability to demonstrate responsibility and organization; design a work plan. Ability to plan and implement work based on objectives and the needs and abilities of department, colleagues, deadlines, and district. Ability to perform duties in an organized, punctual manner, keeping

appropriate confidentiality regulations in place along with an awareness of all district requirements and school board policies.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: *The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to sit, stand, walk, talk and hear. Specific vision abilities required by this job include close vision and peripheral vision. The employee needs to be able to tell where a sound is coming from and hear in a noisy environment. The level of noise in the work environment is usually moderate to loud. The ability to swim is required by this position. The employee must be able to lift up 30 pounds.