

Position: Recreational Assistant/Lifeguard Full Time Part Time

Department: Facility Operations **Reporting to:** Facility Manager/Area Supervisor

Grade Level: Exempt Non-Exempt

Primary Customers: Branch Operations Personnel, Facility Patrons, Property Manager and/or Facility Board

Department Mission:

1. Century Facility Staff will maintain its guiding principle as “protecting lives while providing a great pools experience.
2. Century Facility Staff will ensure that their actions are safe, look safe, are defensible and are liked by patrons.
3. Century Facility Staff will demonstrate vigilance in their ability to identify a signal event where either an aquatic accident is occurring or has a high potential of occurring.
4. Century Facility Staff will believe that an aquatic accident can occur at their facility and dedicate themselves to the prevention of that event.
5. Century Facility Staff will maintain a professional appearance in their attire, conduct and facility upkeep and strive to provide operational excellence at their facility.
6. Century Facility Staff will understand that as professional rescuers they have a “duty to act.”

Purpose of this position:

The Recreational Assistant/Lifeguard is responsible for the safety of the attending patrons and the maintenance of their assigned aquatic environment. Its primary mandate is to see the activity in their facility, recognize any signal events, process the events they are witnessing and determine and implement the best course of action.

Duties and Responsibilities:

SCANNING ASSIGNED ZONES

- Keep head in constant motion during the scan
- Execute a pronounced downward head swing during each scan to observe patrons swimming below the feet
- Include all of the corners in each scan
- Maintain a consistent and identifiable pattern during scanning
- Scan entire zone within 10 to 15 seconds
- Ensure that if a swimmer is in the water, a Guard is in the stand
- Refrain from activities that will detract from vigilance in the guard stand

PROFESSIONAL RESCUER DUTIES

- Rescue distressed patrons using approved rescue techniques and equipment
- Caution recreational participants regarding inclement weather, unsafe areas, or illegal conduct
- Maintain order in all recreational areas
- Examine injured patrons and administer first aid or cardiopulmonary resuscitation, utilizing training and medical supplies and equipment

- Contact emergency medical services in case of serious injury.
- Remain abreast of all pertinent lifeguard and first aid materials used in the Century Training Program
- Record all information on emergency medical treatment and weather and water conditions by using report forms and pool book.
- Inspect recreational equipment and safety equipment for hazards, damage or wear

FACILITY OPERATIONS

- Check passes, collect fees and maintain gate according to community rules
- Greet visiting patrons in a courteous and friendly manner
- Respond to patron concerns in a professional manner with an emphasis on trying to help
- Answering facility telephone in a courteous manner
- Keep entrance and guard office clear of debris and clutter
- Enforce all pool rules equally and effectively

FACILITY CLEANLINESS

- Sanitize bathrooms and toilets
- Clean pool tiles
- Vacuum/brush pool at least 2 times per week
- Empty skimmer baskets on a daily basis
- Clean debris out of the water
- Straighten deck, chairs, tables, etc.
- Sweep and hose off deck
- Identify other cleaning concerns and complete them in a timely manner
- Assist manager with opening and closing responsibilities

WORK PLACE DUTIES

- Wear company uniform
- Arrive at the facility in time to begin first guard shift at scheduled time
- Clock in and out of the corporate timekeeping system at the beginning and end of each shift
- Communicate any schedule changes or conflicts with the corporate staffing team
- Participate in training in-services and workplace audits
- Communicate any concerns, problems or suggestions to the operation or staffing departments
- Understand the mission of Century Pool Management and contribute to the development of Century as a leading brand in the swimming pool industry

Other duties as assigned.

Qualifications:

- Ability to handle the responsibility associated with protecting people's lives
- Current Red Cross Lifeguard Certification issued from Century Pool Management within the last year
- Current Red Cross CPR for the Professional Rescuer Certification issued from Century Pool Management within the last year
- Completion of Century Training Program for First Aid, Preventing Disease Transmission and Scanning/Vigilance
- Excellent interpersonal and communication skills