



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

LA PORTE COUNTY FAMILY YMCA JOB DESCRIPTION

Job Title: Lifeguard - LP

Job Code: 1044

FLSA Status: Non-Exempt

Worker Category: Part-Time

Reports to: Aquatics Director

Revision Date: 12/01/2022

Leadership Level: Leader

Primary Function/Department: Aquatics

POSITION SUMMARY:

Maintains safe swimming conditions in the pool, deck, and surrounding areas. Creates a safe and positive atmosphere that promotes member safety and engagement in accordance with YMCA policies and procedures.

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

ESSENTIAL FUNCTIONS:

- Performs equipment checks and ensures appropriate equipment is available as needed. Checks the pool for hazardous conditions when arriving. Performs chemical testing at appropriate times of the day, as required, and takes appropriate action.
- Follow all YMCA policies, rules, regulations and procedures.
- Follow departmental dress code. No alterations to the dress code are allowed.
- Complete incident and accident reports as necessary.
- Attend in-service meetings and trainings as required.
- Maintains constant surveillance of the pool area by following guidelines for scanning the pool area.
- Knows/reviews all emergency procedures and responds to emergency situations immediately in accordance with YMCA policies and procedures.
 - Blow Whistle
 - Clear Pool
 - Hit Buzzer
 - Call 911
 - Clear Observatory
- Knows/reviews all emergency procedures and responds to emergency situations immediately in accordance with Emergency Action Plan (EAP). Completes related reports as required.
 - Severe Weather/Tornado: Guard clears pool and everyone goes into family locker room. Guard locks all pool doors.
 - Fire: Guard clears pool and everyone must leave the building-Instructors take class rosters to know who you have to account for. Take patrons off YMCA property, you may either go across the street to Monroe Apt or City Hall.



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- Learn, know, and enforce all pool policies, rules, and regulations consistently, fairly and firmly to all patrons using the pool facilities.
- Maintains accurate records as required by the YMCA and/the state Health Department code.
- Never leave pool deck unattended. During the required 5 minute guard breaks, the Wellness staff will be on deck. Do not leave for break until they arrive.
- Learn, know, and follow all opening and closing procedures for the pool.
- Learn, know, and follow all time card, time off, and substitution request policies.
- Manage any problem situations that may occur. You have the authority in the pool area and must enforce those rules. Contact the building supervisor on duty to deal with extreme situations that would take your attention away from the water.
- Build relationships with members and building participants.
- Exemplify the YMCA core values of caring, respect, responsibility and honesty.
- Complete additional duties as assigned by supervisor.
- Cover shifts as needed/find coverage as needed.
- Showing up for all scheduled dates on time and in proper attire (rescue tube must be worn at all times while patrons are in the pool or hot tub with strap around their shoulder, no exceptions, and rescue pouch must be worn at all times while on duty.)
- Other duties as assigned.

LEADERSHIP COMPETENCIES:

Mission Advancement: Accepts and demonstrates the Ys values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fund-raising.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Follows budgeting policies and procedures and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change and seeks opportunities in the change process. Accurately assesses personal feelings, strengths, and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

QUALIFICATIONS:

- At least 16 years of age.
- Current CPR/First Aid/AED for the professional rescuer certifications.
- Current YMCA or American Red Cross Lifeguarding certification.
- Complete Redwoods training prior to hire and as required going forward.
- Complete Emergency Oxygen Certification within 30 days of hire.
- Complete Activate America & Listen 1st training and other YMCA required trainings.
- Complete annual online and in-person child sexual abuse prevention training.

The Y: We're for youth development, healthy living, and social responsibility.



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WORK ENVIRONMENT & PHYSICAL DEMANDS:

- Ability to pass lifeguard water test.
- Must be able to remain alert and able to sit or stand for extended periods.
- Adequate ability to hear noises and distinguish distress signals.
- Ability to continuously scan all areas of the pool with clear vision.
- Ability to perform strenuous physical tasks necessary for a water rescue.
- Ability to communicate verbally, including projecting voice across distance in normal and loud situations.

SIGNATURE:

The YMCA reserves the right to change this job description as conditions change.

I have read and understand the responsibilities listed above. By my signature below, I verify that I have the qualifications for the job and am able to perform these functions.

Employee's Name

Employee's Signature

Today's Date: _____