

**NORTHAMPTON TOWNSHIP
PARKS & RECREATION DEPARTMENT
JOB DESCRIPTION**

CLASS TITLE – LIFEGUARD

Seasonal Part time – No more than 40 hours per week

GENERAL DEFINITION

The employee will be in constant contact with the general public. Assignments are performed in accordance with instructions and established routines. Work is performed under the primary direction of the Swim Club Manager or Assistant Manager.

MAJOR DUTIES & RESPONSIBILITIES

- Present oneself in a professional manner, in uniform at all times.
- Ensure the safety of patrons including accident prevention in the water and on surrounding areas.
- Provide rescue and care of accident victims.
- Respond quickly to all emergency situations in the water or on surrounding areas following Emergency Response Plan.
- Administer any first aid needed by the victim of an accident.
- Comply with and enforce all policies, procedures and regulations set by Northampton Township Parks & Recreation.

SECONDARY DUTIES

- Educate patrons and inform them of the purpose and need for rules and regulations.
- Instruct patrons in pool safety and proper swim strokes.
- Complete pool water testing as directed.
- Complete all chore logs, records and reports as required.
- Maintain general order and appearance of pool complex and equipment.
- Inspect facility and surrounding area to help insure safe and proper conditions and conduct of patrons. Apprise manager of general conditions and need for supplies.
- Assist Swim Club Manager and staff in special events as assigned.
- Assist in unloading and stocking supplies, securing lawn furniture and umbrellas.
- Properly dispose of trash and recyclables.
- Attend all staff meetings and trainings. Perform other support duties as required.

REQUIRED KNOWLEDGE, SKILLS & ABILITIES

- Minimum of 16 years of age.
- Ability to relate to staff and patrons.
- Required certifications:
 - Lifeguarding/First Aid/CPR/AED (American Red Cross or equivalent)
- PA Child Abuse Clearance, PA Criminal Background check, FBI Fingerprinting, and Recognizing and Reporting Child Abuse Training
- Ability to establish and maintain effective work relationships with all swim club personnel and the public.
- Ability to understand and interpret written and oral instructions and requests.
- Ability to understand the public and their needs.
- Ability to make decisions and justify the decision if needed.
- Ability to perform basic math using whole numbers, fractions, and decimals.

PHYSICAL & MEDICAL STANDARDS

Ability to meet approved minimal physical and medical standards. Moderate to light lifting may be required.