# NORTHFIELD AREA FAMILY YMCA JOB DESCRIPTION

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| Job Title: **Lifeguard** | Job Grade: 2 |
| FLSA Status: Non-exempt, part-time | Revision Date: 7/8/2021 |
| Reports to: Program Director | Primary Function/Department: Aquatics |
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**POSITION SUMMARY:**

This position supports the work of the Y, a leading nonprofit, charitable organization committed to strengthening community through youth development, healthy living and social responsibility. The Lifeguard at Northfield Area Family YMCA creates a safe and positive atmosphere that welcomes and respects all individuals while promoting and maintain safe swimming conditions in the pool, deck and surrounding areas in accordance with YMCA policies and procedures.

**ESSENTIAL FUNCTIONS:**

1. Maintains active surveillance of the pool area.
2. Responds to emergency situations immediately in accordance with YMCA policies, procedures; completes related reports as required.
3. Responds to challenges with possible solutions in a timely manner.
4. Knows, understands, and consistently applies safety rules, policies, and guidelines for the pool and aquatic area.
5. Remains calm and objective when under pressure or when challenged by others.
6. Performs all secondary duties in a timely manner as required for each shift.
7. Performs all lifeguard duties, including ability to lift people out of pool, perform CPR, scan pool to ensure safety of participants.
8. Maintains accurate records as required by the YMCA and/or the state health department code.
9. Performs equipment checks and ensures appropriate equipment is available as needed.
10. Checks the pool for hazardous conditions when arriving and for the duration of the shift.
11. Performs chemical testing when not guarding, as required, and takes appropriate action.
12. Attends Staff meetings and trainings as scheduled.

**LEADERSHIP COMPETENCIES (LEADER):**

*Mission Advancement:* Accepts and demonstrates the Y’s values. Demonstrates a desire to serve
others and fulfill community needs. Recruits S 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:**

* Prefer lifeguards 18 years of age and older; minimum age of 16
* Certifications: YMCA Lifeguard or equivalent (must include CPR/AED, First Aid)
* Child abuse prevention training within 30 days of hire date
* Ability to maintain certification-level physical and mental readiness
* Must demonstrate lifeguard skills in accordance with YMCA standards

**WORK ENVIRONMENT & PHYSICAL DEMANDS:**

* Perform a Lifeguard Skills test during the interview process; includes endurance, a timed event, and demonstration of CPR and lifeguard rescue skills.
* The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
* Physically perform all skills required of a lifeguard.
* Hear noises and distress signals in the aquatic environment, including in the water and anywhere around the zone of responsibility.
* Remain alert with no lapses of consciousness.
* Able to work and make decisions independently as well as in a team atmosphere.
* See and observe all sections of an assigned zone or area of responsibility.
* Able to lift at least 50 pounds.

**SIGNATURE:**

I have reviewed and understand this job description.

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Employee’s name Employee’s signature

Today’s date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_