

Job Description (September 2013)
Cloquet Public School

Lifeguard

Department: Cloquet Community Education

Reports to: Aquatics Coordinator

General Description: Responsible for the safe running of the swimming pool

Education/Licensure Needed: Min. age of 15; Certification in Lifeguard training, CPR for the professional rescuer or equivalent, first aid

Job Qualifications: Reliable, courteous, positive attitude, ready to act, fit and alert, ability to manage crowds and enforce safety procedures, supervision skills

Job Duties:

1. Lifeguard duties at the pool will include:
 - Enforce all policies, rules, and regulations
 - Recognize and respond promptly to emergencies
 - Completes facility records, accident reports, incident reports, and other forms assigned in a timely manner
 - Protects all property and equipment
 - Handles cleaning and custodial work in the locker rooms and other areas assigned
 - Works assigned hours
 - Performs and completes other related work as assigned
 - Communicates clearly and uses discipline fairly and consistently

2. Enforce discipline policy
 - a. First Offense – Warning; state the rule that was broken.
 - b. Second Offense – Warning; Time out for ten minutes
 - c. Third Offense – Remove person from the pool area for the day.
 - d. Continued Offenses – suspension for two, three, four days depending on the offence

3. Enforce Pool Rules:

No running on deck; no dunking, pushing, shoving, spitting or horseplay; no flotation devises unless Coast Guard approved; Obey the lifeguards and do not talk to them while they are on duty; Report injuries or other concerns to the lifeguards immediately; and wear proper swimming attire.

Working Environment: Shift requires rotation requiring appropriate dress

Physical Requirement: Must be able to swim 500 continuous yards using a combination of Breaststroke, Front Crawl and Back Crawl. Retrieve a 10 lb. object from a depth of no less than 8 feet and swim 20 yards holding it in both hands, Tread water for 3 minutes (last two minutes using legs only).

Evaluation: The Aquatics Coordinator and Community Education Director will choose an evaluation tool.