# CITY OF ROCK SPRINGS

**LIFEGUARD/INSTRUCTOR**

**DEFINITION**

Under general supervision, to explain and enforce the policies, rules, and regulations of the swimming programs and pool; and to instruct swimming classes.

**SUPERVISION EXERCISED**

Exercises technical and functional supervision over part time staff.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

Enforce policies, rules, and regulations of the pool area.

Detect and prevent unsafe situations by enforcing facility rules and performing regular maintenance.

Maintain order and discipline at the pool facility.

Promote safety of pool patrons.

Check and test the pool and Jacuzzi water; apply chemicals as needed.

Teach various strokes, swimming skills, group fitness classes, and water safety to students of all ages with various swimming experience.

Answer the phone; assist with customers’ needs; run cash register; renew memberships.

Register patrons for swim lessons; take reservations for various activities; check membership cards.

**OTHER JOB RELATED DUTIES**

Perform related duties and responsibilities as assigned.

**JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Knowledge of:**

Swimming instruction, skills, and rules.

**Knowledge of:**

Water safety and first aid.

Laws and regulations relating to swimming pools.

Pool chemistry.

**Skill to:**

Swim and teach swimming.

**Ability to:**

Supervise aquatics participants.

Conduct work in a safe manner in accordance with established policy.

Enforce pool rules and regulations.

Communicate clearly and concisely, both orally and in writing.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

**Experience and Training Guidelines:**

*Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:*

**Experience:**

Previous paid or volunteer experience in the field of aquatics and/or instruction is desirable.

**Training:**

Equivalent to a high school diploma.

**License or Certificate:**

Possession of a Water Safety Instructor Certificate.

**License or Certificate:**

Possession of a Lifeguard’s Certificate.

Possession of First Aid and CPR Certificates.

**Special Requirements:**

*Essential duties require the following physical skills and work environment:*

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, swim, and lift 100 lbs.; exposure to heat, noise, hazardous materials, blood borne pathogens, outdoors, and chemicals.

**Effective Date:** November 1, 2000