

# Lifeguard



**Department -** University Center

University Center

**Job Title -** Swimming Pool - Lifeguard

**Purpose of Job -** The Lifeguard will provide pool patron safety in and around the water. Lifeguards serve as a representative of the UC staff to guests, patrons, members and the University community. The Lifeguards must exercise strong interpersonal skills and sound judgment in dealing with the public and the safety of their patrons.

## **Job Duties and Responsibilities -**

### **A. Pool Operations**

- a. Assumes responsibility for day to day operations of the pool including maintaining a safe environment, enforcing rules and policies, and remaining alert for possible injury/emergency.
- b. Assumes responsibility for opening and closing of the University Center and building security.
- c. Maintains knowledge of emergency plans and procedures used in the swimming pool and the UC and takes the initiative to react when necessary.
- d. Exercises good judgment when dealing with the public.
- e. Maintains all records and reports pertaining to pool operations.
- f. Responds accurately and in a timely manner to all email and phone correspondence from PSS and/or Coordinator.
- g. Maintains rescue and physical skills required of all lifeguards.
- h. Continues to gain additional skills and knowledge to improve lifeguarding competence.
- i. Makes observations and suggestions to PSS aimed at improving operations and programs.
- j. Conveys accurate information regarding the staff scheduling in a timely manner.
- k. Assumes responsibility for policies governing the Swim Lesson Program.
- l. Communicates appropriately with children, students, parents and supervisors about student progress and program needs.
- m. Attends all in-service/training sessions and staff meetings.
- n. Uses My Webster ADP appropriately for accurate reporting of time and payroll processing.
- o. Completes additional responsibilities deemed necessary for quality, productive operation of swimming pool.

## **Qualifications -**

- Be a full-time student of Webster University, and maintain a minimum 2.5 semester and cumulative GPA.
- Must have successfully completed an American Red Cross Lifeguarding Certification or possess the appropriate swimming skills to successfully complete this class. (Each year there will be a recertification class held at Webster for lifeguarding staff. There is no cost involved to recertify if you attend all sessions and pass the test. If you choose not to attend, you must find another RED CROSS certification class to attend at your own expense. All guards must have all certifications up to date by the next school year.)
- Be available for a minimum of 15 hours per week.
- Display superior customer service abilities in addition to strong interpersonal and communication skills.
- Demonstrate an ability to initiate various tasks and a willingness to accept responsibility.
- Display an enthusiastic and positive attitude about the University Center and the campus.
- Maintain a professional, neat appearance and a positive demeanor.
- Must be able to move pool equipment.
- Uphold and abide by all University, federal, state, and local regulations and policies.
- Other time commitments (i.e. other jobs, student organizations, executive board positions, etc.) should be discussed and approved by the Coordinator.

**Physical Demands** – This position requires the ability to swim 300 yards continuously, tread water for 2 minutes with legs only and perform a 10lb brick retrieval in 9 feet of water. Individual should also be able to stand for 30 minutes and ability to lift a person from the pool water with assistance. Ability of pass physical testing once per month.

**General Information -**

This position is a learning experience supervised by the Coordinator of Fitness Center and Aquatics and the Pool Student Supervisor, who will meet with the student regularly to provide direction and support. The Coordinator will give written and oral evaluations at least two times per year to assist the student with the achievement of his/her goals and objectives.

**Remuneration** - \$9.45 per hour. Students who have worked in the position for two semesters and demonstrated excellent work performance are eligible for merit increases.

**Hours -**

Regular Hours

- Scheduled to work approximately 8-15 hours per week with a variety of assigned shifts for best coverage of facility hours 6am – 9pm. Early mornings, evenings and weekends should be expected.
- Must attend staff meetings (minimum 8 meetings per semester).
- Student employees must not exceed 20 hours of work per week during the school year.

Additional Hours and Training

- Expected to work rotating shifts as needed.
- Must attend all UC and Lifeguard staff training/in-service programs. Some of these trainings will take place outside the regular academic schedule.
- Work at least three shifts, if necessary, during two of the three break periods (including fall break, winter break, spring break) and maintain 15 hours per week during the summer months.

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