

**CITY OF PLYMOUTH**  
**Job Description**

**Department:** Park & Recreation

**Job Title:** Head Lifeguard

---

**Reports To:** Park Superintendent & Recreation/Pool Director

**Status:** Seasonal Part-time

**FLSA Status:** Nonexempt

**Date Prepared:** 4/16

**To perform this position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in this document are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**

**General Purpose of Position:** Supervise pool employees and oversee pool operations in absence of Park Laborer Maintenance/Pool Director and Aquatics Director.

**Essential Duties and Responsibilities** include the following. Other duties may be assigned.

- \* Clean bathhouse and pool area.
- \* Assist in planning of swim lessons.
- \* Guard against swimming accidents and dangerous conditions with the use of preventative techniques.
- \* Attend weekly staff and training meetings.
- \* Put into action proper procedures in case of emergency.
- \* In absence of Park Laborer Maintenance/Pool Manager and Aquatics Manager, assume the responsibilities of monitoring pool chemicals and maintaining pool as a safe environment, and management of all money received.
- \* Operate cash register
- \* Represent oneself with pride and be loyal to the Park Department and the City of Plymouth, both while on duty and off.

**Supervisory Responsibilities:** Supervision of Lifeguards and Water Safety Instructors

**MINIMUM REQUIREMENTS:**

**Knowledge and/or Experience:** High School diploma or GED. Two years previous experience as a Lifeguard.

**Language Skills:** Ability to interact effectively with others. Position involves responding to the complaints, concerns and requests of citizens who many times are angry and irate about real or perceived inadequacies in City Pool performance. Must also be able to interact effectively with subordinates in an effective manner of getting problems resolved. Must respond to situations in a positive and effective manner working to cheerfully diffuse the situation and bring the matter to an acceptable resolution.

**Mathematical Skills:** Ability to add and subtract two digit numbers and ability to count money.

**Reasoning Ability:** Ability to apply common sense understanding to carry out detailed written or oral instructions. Ability to problem-solve. Ability to act controlled in an emergency

situation.

**Physical Demands:** 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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear, and climb or balance. The employee frequently is required to stand, walk, and/or sit. The employee is occasionally required to use hands to finger, handle, or feel; to reach with hands and arms; and to stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and ability to adjust focus.

**Work Environment:** Ability to work in cool or extremely hot temperatures. Exposure to chemicals and cleaning supplies. Exposed to high places and climbing.

**Certificates, Licenses, Registrations:** Lifeguard Certification; CPR Certification for professional rescuer and First Aid Certification, all from a licensed organization, i.e. YMCA, Red Cross, Scouts, etc., and all updated.

**Other Skills, Abilities, Qualifications:** Must be able to operate the following:

Cash register  
Hose  
Pool Sweeper/Cleaning Equipment  
Ropes, Buoys, Hooks  
First Aid Materials

**This job description is a general description of essential job functions -- it is not intended as an employment contract, nor is it intended to describe all duties someone in this position may perform.**

**Other duties may be assigned -- all employees of the City of Plymouth are expected to perform tasks as assigned by City of Plymouth supervisory/management personnel, regardless of job title or routine job duties.**