

# Olivehurst Public Utility District



## Agenda Item Staff Report

**Meeting Date: February 13, 2020**

**Item description/summary: Intermittent-Seasonal Lifeguard Position**

This is a seasonal position during the pool season which we advertise for each spring. We will establish how many returning lifeguards we have for the upcoming season and hire additional guards based on needs. Generally we hire about nine or ten lifeguards total each season.

**Fiscal Analysis:**

Costs proportionate to the intermittent-seasonal lifeguard positions with no benefits.

**Sample Motion/Staff Recommendation:**

Consider authorizing advertising, interviewing and establishing an eligibility list for Intermittent-Seasonal Lifeguard positions.

Prepared by:

Cindy Van Meter/Office Manager-Human Resource Coordinator

**OLIVEHURST PUBLIC UTILITY DISTRICT**  
**Intermittent/Seasonal Lifeguard/WSI Instructor**

**DEFINITION**

This is an Intermittent/Seasonal position with irregular work hours. Under supervision of Pool Manager, guards area of responsibility within the pool facility, responds to any level of incident in or around the facility, enforces all rules fairly and politely, and is responsive to all pool patrons requests while ensuring pool patrons safety.

**DESIRABLE QUALIFICATIONS**

- Work shifts as a Lifeguard/ Swim Instructor and follows the expectations of both positions.
- Maintains constant surveillance and visually scan assigned area of responsibility every 10 seconds. Walk the area to monitor activities, provide instructions, and prevent accidents.
- Provide general information on pool operations to pool patrons. Caution swimmers regarding unsafe practices and safety hazards, enforce pool rules and regulations.
- Respond to all illness and injury incidents around the entire pool facility immediately and appropriately. This includes, but not limited to performing Lifeguarding skills, First Aid, CPR, and other until arrival of emergency medical services.
- Maintain a clean, safe, and orderly pool deck. Inspect facilities regularly and report any unsafe conditions/equipment to supervisor.

Knowledge of:

- Public relations and customer service techniques
- Cash Handling and record keeping
- Beginning through advanced swim strokes, lifesaving and swimming principles and practices; first aid principles and practices.

Skill in:

- Recognize, prioritize, and accomplish needed tasks.
- Respond quickly and effectively in difficult situations.
- Effectively working with other employees.

Ability to:

- Inspect and inventory all pool equipment.
- Prepare and maintain all required reports and records
- Receive and account for all monies collected.
- Work with children and young adults.

- Assist with stimulating, developing, and organizing aquatic programs for the public.
- Enforce all rules and regulations.
- Assist in the instruction of swim lessons.
- Maintain a professional appearance and demeanor, including abiding by uniform requirements.

## **REQUIREMENTS**

### Minimum requirements:

- Must be at least 15 or older.

### Preferred requirements:

- Possession of current Red Cross Water Safety Instructor Certificate, Standard First Aid, CPR for the professional rescuer, Lifeguard Training Certificate or equivalents

## **SPECIAL REQUIREMENTS**

Essential Duties require the following physical skills and work requirements: Requires sufficient hand/eye coordination to perform semi-skilled repetitive movements (typing, ten-key, etc.); requires sufficient sight and hearing to perform customer service duties, general office duties, and use of general office equipment; must be able to walk, see and hear with sufficient acuity to successfully perform all aspects of the job; perform simple grasping and fine manipulation; lift light weight (up to five pounds); may be exposed to dust, noise, wet and slippery surfaces, and may be exposed to varying climates and temperature conditions.

**Olivehurst Public Utility District is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the District will provide reasonable accommodation to qualified individuals with disabilities.**