

Rock Valley Swimming Pool Position Descriptions

Full-time Lifeguard

Primary duties include:

- To prevent accidents and eliminate or minimize hazardous situations.
- To respond quickly to all emergency situations and administer first aid as needed.
- To communicate to other lifeguards and facility staff the need for additional assistance or equipment in an emergency.
- To observe and enforce all rules and regulations of the facility.
- To educate and inform patrons of the rules and regulations as necessary.
- To conduct oneself in a professional manner.

Secondary duties include:

- To complete all required reports and records on schedule and to submit them to the proper person or office.
- To maintain a complete, safe and sanitary facility.
- To attend training sessions and staff meetings as scheduled.
- To complete required weekly workout of designated skills
- To carry out all additional duties assigned by the Lead Guard, Head Guard, or Aquatics Director.

*May work from 25-40+ hours/week. Must hold a current Red Cross Lifeguard/CPR-PR and First Aid certificate.

Part-time/Substitute Lifeguard

Perform same duties as FT lifeguard. Part-time guards generally work in addition to FT guards on busy days or as a substitute when needed and/or available. Possibility of 0-20+ hours/week. Must have a current Lifeguard/CPR-PR and First Aid certificate.

Swimming Lesson Instructor - (WSI)

Water safety instructors must hold a current Red Cross WSI certificate enabling them to teach certified group and private swimming lessons. May work 5-20+ hours/week during swimming lesson weeks. This position may be combined with lifeguard positions.

Swimming Lesson Aide

Assist a WSI with Red Cross public lessons. Must be able to demonstrate basic strokes, swim comfortably, and have general knowledge of water safety. Also, must enjoy working with kids! Possibility of working up to 25 hours/week during lesson weeks.

Lap Swim/Bathhouse Attendant

Primary duties include answering the telephone, assisting patrons, selling concessions, and performing opening and closing duties, and any other duty requested by manager or head guard. Must be knowledgeable in first aid. Possibility of working up to 20 hours/week.

Cashier

Primary duties include answering the phone, providing assistance to patrons, selling concessions, swim lesson record keeping, taking attendance, and admissions. This is a need based position. Hours may vary.