



JOB DESCRIPTION

*****SENSITIVE*****

Job Title: Lifeguard
Dept./Division: Health
Unit: Diabetes & Wellness
Job Family/Class: Stand Alone
Supervised By: Recreational Facilities Supervisor
Employee Type: Hourly
Pay Grade: 9

NATURE OF WORK:

Responsible for safeguarding the lives of persons at the swimming pool, by observation and intervention in case of accidents and/or violations of safety and sanitation practices, rules and regulations.

ESSENTIAL FUNCTIONS:

- Oversee activities at the swimming pool area from designated post.
- Assist with swimming lesson program.
- Rescue swimmers who are in danger of drowning.
- Prepare incident/accident reports as required.
- Administer first aid.
- Assist in enforcing sanitation rules and regulations at and around the pool area.
- Perform basic pool sanitation procedures.
- Perform basic pool equipment maintenance.
- Record pool water readings for chemical balance and water temperature.
- May be required to work varied hours and weekends.
- Assist with clean up on a daily basis.
- Attend staff meetings on a weekly basis.
- Attend trainings as required.
- Perform other duties of a similar nature or level as requested by supervisor or director.

ESSENTIAL KNOWLEDGE AND SKILLS:

Knowledge of:

- Large and small group recreation activity planning, organization and implementation;
- Lifesaving principles and practices;
- First aid;
- Tribal resources;
- Yaqui culture, customs, resources and traditions and/or a willingness to learn.

Skills in & Ability to:

- Communicate verbally and in writing;

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- Perform lifesaving functions including rescue and Cardio Pulmonary Resuscitation (CPR);
- Enforce regulations firmly, tactfully and impartially;
- Prevent dangerous situations from arising, in recognizing emergencies and taking necessary action;
- Establish and maintain effective working relationships with employees, other agencies and tribal members;
- Maintain order under stressful situations;
- Prepare accident/incident reports;
- Stand, walk and run for long periods of time;
- Use computers and related software applications;
- Good communication and interpersonal skills as applied to interaction with co-workers, supervisor, management, Council members and the general public. Ability to sufficiently exchange or convey information and receive verbal and written work instructions.

TRAINING AND EXPERIENCE:

- Must have completed the 10th Grade; High School Diploma (State of Arizona Certificate of Completion) or GED preferred.

AND

- Must be able to swim;
- Bilingual in English/Spanish preferred.

LICENSING REQUIREMENTS:

- Must possess and maintain a valid Arizona Driver's license;
- Completion of Lifeguard Certification Course or currently attending a lifeguard training class;
- Completion of a First Aid Course, or have completed the course prior to beginning employment;
- Completion of CPR Course or have completed the course prior to beginning employment.

BACKGROUND CHECK:

- Must have a current Level 1 Arizona Clearance Card, if over the age of 18 years. Failure to maintain a current Level 1 Clearance Card will result in removal from this position.
- Must provide at least three (3) business related reference letters.
- Must pass a background check and drug test.

Applicants and employees may be subject to criminal background and character investigation in accordance with applicable federal laws including, but not limited to: Indian Child Protection and Family Violence Prevention Act (25 U.S.C. Section 3201), Minimum Standards of Character and Suitability for Employment (25 CFR 63), Section 231 of the Crime Control Act (P.L. 101-647), and Child Care Worker Employee Background Checks (42 U.S.C Section 13041).

TRIBAL VEHICLE USE POLICY NOTICE:

This position may require the use of personal, GSA or Tribal vehicle for Tribal business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record. Use of a personal vehicle for Tribal business will be prohibited if the employee is not authorized to drive a Tribal vehicle or if the employee does not have personal insurance coverage.

PHYSICAL REQUIREMENTS:

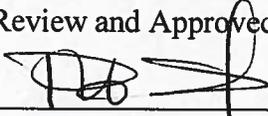
Positions in this class typically require: finger dexterity, feeling, talking, hearing, seeing and repetitive motions, stooping, kneeling, crouching, reaching, standing, walking, pushing, lifting, climbing, balancing, extreme temperatures, chemicals, bodily fluids and work space restrictions.

Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.

This position will require the incumbent to work non-traditional hours, nights and weekends.

This description is intended to be generic in nature. It is not intended to determine specific duties and responsibilities or restrict management's right to assign or reassign, direct the work of employees under their supervision. Essential functions may vary based on the specific tasks assigned to the position.

Review and Approved by:



Department Head and/or Designee

3/6/14

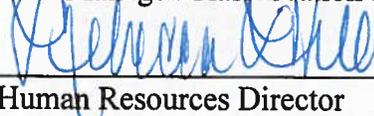
Date



H.R. Manager/Classification & Compensation

3/17/14

Date



Human Resources Director

3/7/14

Date