

# YMCA of Greater Seattle

## JOB DESCRIPTION

**Job Title: Lifeguard I**

Range: F

Job Number: 4190

Unit: All Branches

Date Revised: 01/08

FLSA Type: Non-Exempt

YMCA: Various

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### **GENERAL FUNCTION**

Maintains safe swimming conditions in the pool, deck, and surrounding areas. Positively communicates information on YMCA Total Health and other YMCA programs.

### **ENTRY REQUIREMENTS**

1. 18 years of age or older.
2. Current state approved first-aid certification.
3. CPR for the Professional Rescuer.
4. Current Lifeguard certification.
5. YMCA of Greater Seattle scanning training or equivalent\*
6. Ability to maintain certification-level of physical and mental readiness.
7. Must be observant, safety conscious and able to react calmly and quickly in an emergency.
8. Prefer knowledge of, and previous experience with, diverse populations (language, culture, race, physical ability, sexual orientation, etc.). Ability to speak any language in addition to English may be helpful.

\*within 90 days of employment.

### **CORE COMPETENCIES**

*1. Supports the Mission, Vision and Direction of the YMCA:* Understands and supports the mission of the YMCA; displays the YMCA values; displays flexibility and accepts change; is willing to try new methods and make suggestions; shows a strong commitment to the YMCA; conveys enthusiasm for the YMCA and his/her work.

*2. Builds Community:* Understands and embraces the role of volunteers; helps members and participants make connections to others and to the YMCA; practices effective relationship-building techniques; supports the role of fund-raising in achieving the YMCA mission.

*3. Provides a Quality Experience for Members, Participants, Internal Customers and Others:* Possesses the ability to deliver outstanding experiences for members, participants, internal customers and others; builds warm and supportive relationships; consistently greets and assists everyone in a positive way; strives to provide service that will exceed expectations; responds to concerns and complaints in a way that makes each person feel valued; initiates action for prompt resolution; looks for better ways to serve and involve members, participants, internal customers and others.

*4. Works Productively:* Demonstrates responsible actions; consistently performs duties in a safe and conscientious manner within the agreed upon timeframe; follows standards, policies, and procedures; is reliable and consistently punctual; actively participates in staff meetings, required trainings, and other work related activities; uses good judgment; uses YMCA resources appropriately and efficiently.

*5. Uses Effective Personal Behaviors/Communicates Effectively:* Treats everyone with courtesy, respect and consideration; displays integrity; listens actively and genuinely; communicates in a clear and pleasant manner; embraces differences among people; demonstrates an active willingness to learn and grow; accepts constructive criticism; works cooperatively as a team member.

### **PRINCIPAL ACTIVITIES**

1. Maintains safe swimming conditions in the pool, on deck and surrounding areas. Prevents accidents by maintaining constant observation of the pool area, enforcing health and safety rules and maintaining emergency readiness.
2. Responds to emergency situations in accordance with YMCA policies and procedures. Completes incident and accident reports as required.
3. Maintains effective relationships with the members, participants and other staff. Develops rapport with members.
4. Conveys basic information on YMCA programs and schedules to members and, as appropriate, refers members to other Total Health programs and/or staff.
5. Attends staff meetings and trainings as scheduled.
6. Maintains records of pool chemical readings, adding chemicals to pool if necessary. Takes pool attendance and maintains related records as required.
7. Performs routine maintenance of the pool and surrounding areas, to ensure cleanliness.
8. Checks pool and rescue equipment and promptly reports any problems.
9. Sets up and stores equipment for recreational swims and assist instructors with class set up.