

Woodridge Swim Club Job Description

LIFEGUARD

Positive Qualities of a Lifeguard

1. They serve as an example to the swimmers.
2. They are mature and responsible when on and off duty.
3. They are courteous to the members by trying to assist them in any way.
4. They are tactful and consistent when enforcing the rules.
5. They should try to gain the respect and admiration of the members, guests and fellow employees through conduct that is mature and professional.
6. They contribute to the care and protection of the facility and equipment.

Duties and Daily Expectations

1. Be overly cautious with the number one priority - Safety
2. Attend all mandatory scheduled guard drill sessions held 2-3 times a month throughout the summer (maximum of 5 sessions). This will enable guards to remain aware of the rules, regulations and danger areas around the pool grounds. Guards will be paid their regular hourly wage for each session. Please refer to the Drill Schedule.
3. All guards should come to work at least 10 minutes prior to their scheduled shift or preparation duty.
4. All guards should come to work prepared with guard items (suit, whistle, towel, sunglasses, sunscreen, water, etc.) a pair of sneakers and work clothes.
5. All guards will be expected to be willing to perform the following duties when asked by the manager or manager on duty:

Prep duties may include:

- clean and stock bathrooms
- water the hanging plants and other potted plants
- skim both pools
- equipm lifeguard stands (radios and rescue tubes)
- blow or billy goat pool decks
- other duties as assigned by the manager on duty

Off Chair Duties may include:

- check and stock bathrooms daily
- empty trash cans and take to dumpster daily
- pick up trash around pool grounds daily
- blow and billy goat pool decks as needed
- pick up sticks around pool grounds as needed

-skim pools as needed

-other duties as assigned by the manager on duty

6. All guards need to check in with the manager, assistant manager or manager on duty prior to leaving the pool after the shift is completed.
7. After Hours Facility Rentals- lifeguards will be paid \$25 per hour via paycheck for working an after hours facility rental. Most after hours rentals are 2 hours in duration.
8. Swim Lessons- Lifeguards must work a minimum of 4 shifts per pay period in order to qualify to offer swim lessons. Swim lessons are not permitted to be scheduled during a work shift. All lessons must be scheduled prior to 1p and after 4p on any given day. Use of the swimming lanes and diving area may be used at the discretion of the manager on duty and permission must be discussed prior to the lesson. Any pool toys, rings, kick boards, flotation devices or other supplies used during the lesson must be put away and properly stored immediately after completing the lesson. This is necessary to help keep Woodridge safe and well maintained for all members. The fee for all lessons is set at: (8) thirty minute lessons for a total of \$150, paid directly to the instructor.