

# POSITION DESCRIPTION



<b>TITLE:</b> Lifeguard	<b>MANAGER TITLE:</b> Senior Program Director
<b>SALARY RANGE:</b> \$15-\$25	<b>STATUS:</b> PART-TIME NONEXEMPT
<b>DISCLAIMER:</b> The information presented indicates the general nature and level and work expected of employees in this role. It is not designed to contain, or to be interpreted as, a comprehensive inventory of all job duties, responsibilities, qualifications, and objectives required of employees assigned to this job.	

## SUMMARY OF ROLE

Sarah Heinz House lifeguards implement required curriculum while supervising members and evaluating activities provided within the pool area, supporting the priority outcome areas. Instructors work closely with program area program directors and coordinators on the overall execution of the pool program design.

## PRINCIPAL DUTIES AND RESPONSIBILITIES

- Supervising swimming activities in the aquatic center and making sure that safety procedures, guidelines and policies are followed.
- Warning of unsafe activities and enforcing water safety policies and pool regulations
- Providing first aid in the event of injury, rescuing swimmers in danger or distress, and administering Cardiopulmonary Resuscitation (CPR) or artificial respiration, if necessary
- Assessing conditions for safety and coming up with an action plan for aquatics emergency
- Inspecting pool equipment, facilities, and water to make sure they are usable and safe.
- Supervising and assisting in cleaning equipment and facilities
- Opening and closing the pool each day, depending on schedule and hours
- Organizing and overseeing pool parties
- Instructing or assisting classes in fundamentals of swimming
- Resolving scheduling conflicts to make sure the pool environment is safe for competitions.

## ADDITIONAL RESPONSIBILITIES:

May participate in special programs and/or events.

May be required to drive SHH vehicles.

**Perform all other duties as assigned.**

## EDUCATION/EXPERIENCE/CERTIFICATION REQUIREMENTS

- High School diploma or GED preferred (multiple fields of study considered) or 3 years of relevant work experience. Youth development/instruction experience (volunteer or paid) preferred.
- Required Clearances: FBI Fingerprint, National Criminal Background Check, National Sex Offender Registry, PA Criminal Background Check & PATCH

## PREFERRED EXPERIENCE

- WAVE TECHNOLOGY

## REQUIRED CERTIFICATIONS

- CPR/AED certified (will offer on the job certification); First Aid (American Red Cross) (offered on the job training); Act 31 (offered by employer prior to hire)

## CORE COMPETENCIES

- Ability to motivate youth and manage behavior problems.
- Ability to deal with the public.
- Ability to plan and implement quality programs for youth.
- Ability to organize and supervise members in a safe environment.
- Ability to provide a high level of customer service.

## OUR WORK CULTURE

*Sarah Heinz House seeks to foster a welcoming and inclusive environment rooted in dignity and respect where all voices are heard and valued. We are committed to both individual and systemic work related to diversity, equity, and inclusion. We take a collaborative approach to our work, encouraging differing opinions, ideas, and creative solutions to be shared from all areas of our organization through healthy, constructive dialogue with one another. We employ a "How might we" mindset when exploring opportunities or challenges, are data driven and results focused. Our shared desire to help all children laugh, learn and lead, drives us to bring our best effort forward daily.*

**Sarah Heinz House is proud to be an equal opportunity employer.**