

**TOWN OF GLASTONBURY
JOB DESCRIPTION**

TITLE: Lifeguard II/Swimming Instructor
DEPARTMENT: Parks and Recreation
REPORTS TO: Aquatics Coordinator or Head Lifeguard

GENERAL DESCRIPTION:

Under general supervision of the Aquatics Coordinator or Head Lifeguard, incumbent exhibits skilled work at a public swimming facility. Responsible for safety of the public in and around the swimming facility. Keeps accurate records and performs routine maintenance and custodial functions. As an instructor, incumbent is responsible for providing instruction in swimming to a broad range of children and adults.

ESSENTIAL DUTIES:

1. Practice preventative lifeguarding techniques.
2. Enforces rules and regulations governing the conduct of persons using a swimming facility.
3. Safeguards against accidents in the water and surrounding areas.
4. Assist bathers in distress.
5. Collects seasonal pass and daily admission fees and keeps attendance records.
6. Performs general maintenance and custodial duties for safe and healthy operation.
7. Provide instruction to children and adults in accordance to the American Red Cross Learn to Swim program.

OTHER DUTIES:

1. Performs other duties as required.

CONFIDENTIALITY:

- Maintains confidentiality of records and information as appropriate.

CONDUCT:

- Observes safe work practices.
- Observes lifeguarding best practice standards.
- Represents the Town in a professional and courteous manner at all times

DEPENDABILITY:

- Regularly attends and is punctual for work.

QUALIFICATIONS PROFILE:

1. Good knowledge of water rescue and resuscitation techniques.
2. Good knowledge of techniques in teaching various swimming skills.
3. Ability to read and write in English.
4. Ability to follow oral and written instructions in English.
5. Excellent organizational skills; good verbal and written communication skills.
6. Ability to work effectively with the public and associates.

PHYSICAL/MENTAL REQUIREMENTS:

- Ability to lift objects weighing up to 10-50 lbs.
- Must have good swimming ability.
- Must be mobile and able to sit and/or stand for prolonged periods of time. Able to perform skills which require hand-eye coordination such as rescuing a distressed swimmer.
- Ability to see objects far away as in driving; see objects closely as in reading a report. Ability to hear normal sounds with some background noise and able to distinguish sound as voice patterns. Ability to communicate through human speech.
- Ability to concentrate on fine detail with some interruption. Needs to attend to task/function for 25-45 minutes at a time. Ability to understand and relate to specific ideas, generally several at a time, and to understand and relate to theories behind several related concepts. Able to remember task/assignment given at beginning of a period of time extending several days and over long periods of time.
- Ability to work professionally with co-workers, supervisors, customers and the public at large. Exposure to high and low temperatures and conditions in outside weather; exposure to radiation (UV sunlight).

MINIMUM TRAINING AND EXPERIENCE:

- Must possess a valid American Red Cross Water Safety Instructor and Lifeguard Training certificate which include CPR/AED and Standard First Aid certifications.

NOTE: The above description is illustrative of tasks and responsibilities. It is not meant to be all inclusive of every task and responsibility. Incumbent must be able to perform essential duties with or without reasonable accommodation.