

## **Lifeguard I/II/III - Extra Help**

Salary Ranges:  
Lifeguard I: \$18.50  
Lifeguard II: \$19.50  
Lifeguard III: \$20.50

### **Description**

#### **Definition**

The Lifeguard works under the direction of the Pool Manager at swimming pools throughout Yolo County. Responsibilities for the Lifeguard include the enforcement of safety rules, the rescue of distressed guests and the teaching and oversight of swim lessons. Work is performed in accordance with a prescribed program and established procedures with some opportunity for the exercise of independent judgment. To ensure the safety of both the public and environment by focusing on accident prevention and responding to emergency situations. Performs a variety of duties to ensure the swimming pools in Yolo County are safe and enjoyable. Supervises pool patrons and enforces pool rules; performs first aid and emergency rescues; instructs swim lessons; performs cashiering duties; and leads recreational activities.

#### **Distinguishing Characteristics**

**Lifeguard I** - This is the entry level class in the Lifeguard series. Positions in this class typically have little or no directly related work experience. The Lifeguard I class is distinguished from the II level by the performance of less than the full range of duties assigned to the II level. Incumbents work under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned.

**Lifeguard II** - This is the journey level class in the Lifeguard series and is distinguished from the I level by the assignment of the full range of duties. Employees at this level receive only occasional instruction or assistance as new, unusual or unique situations arise and are fully aware of operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level; however, based on scope and complexity of work and level of independence, some positions may be permanently allocated to the I level at management discretion.

**Lifeguard III** - This is the advanced journey level class in the Lifeguard series and is distinguished from the II level by the assignment of the full range of duties plus lead duties. Employees at this level receive only occasional instruction or assistance as new, unusual or unique situations arise and are fully aware of operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the II level; however, based on scope and complexity of work and level of independence, some positions may be permanently allocated to the I level at management discretion.

#### **Essential Functions**

Duties may include, but are not limited to, the following:

##### **Lifeguard I:**

- Supervises the conduct/behavior of patrons and spectators, provides instruction on the proper use of equipment and/or pool areas and maintains a safe aquatic environment

- Initiates rescues of persons in distress including first aid and resuscitation
- Assists in the enforcement of department safety and operational policies
- Assists in presenting and promoting special events associated with the aquatics program
- Assists with light maintenance of pool/locker areas in accordance with State Health and Safety Codes
- Maintains good public relations by working cooperatively with public and employees
- Serves as lifeguard as needed

### **Lifeguard II:**

In addition to the above duties:

- Assists in preparing and maintaining maintenance, attendance, chemical balance records, accident/incident reports, and operational logs
- Assists the Lifeguard III's, pool manager, and the Senior Parks Planner/or designee in organizing, supervising, and evaluating swim instructional classes and specialty aquatic programs
- Monitors office and locker room areas
- Completes reports related to operations of the swim facility as necessary including accident and incident reports
- Conducts pH and chlorine tests and records in logs
- Assists in preparing and maintaining maintenance, attendance, chemical balance records, accident/incident reports, and operational logs

### **Lifeguard III:**

In addition to the above duties:

- Performs related work as assigned by the Pool Manager and Senior Parks Planner.
- Explains and interprets facility operations and safety policies, procedures, and regulations to the public
- Leads and performs aquatics activities such as swim instruction, life-guarding and cashiering.
- Assists the Lifeguards, Pool Manager, and the Senior Parks Planner/or designee in the purchasing aquatic equipment and supplies by making recommendations/suggestions
- Makes every reasonable effort to continually improve the manner in which the lifeguard job is performed and increase the quality of service to the public.
- Other duties as assigned

## **Employment Standards**

### **Knowledge of:**

- Leadership techniques and instructional aquatics activities and equipment
- Principles and techniques of first aid, water safety, and cardiopulmonary resuscitation (CPR), and Automated External Defibrillator (AED)
- Current methods, techniques, principles, and procedures used in implementing and performing a variety of aquatic activities including lifeguarding, teaching swim lessons and working with children and adults of various ages and abilities in

aquatic settings

- Basic principles of customer service.
- Basic operation of equipment and office machines including pool vacuum, pool cover, heating and air conditioning unit, intrusion alarm, calculator, computer, keyboard, printers and other peripherals, copier, and fax machine
- Current methods and techniques used in preparing reports and forms, using a prescribed format and conforming to all rules of punctuation, grammar, diction and style
- Basic arithmetic including addition, subtraction, multiplication and division; calculation of decimals, ratios, percentages and fractions

**Ability to:**

- Effectively and tactfully communicate both orally and in writing with program participants, user groups, CSD personnel and the public
- Comprehend, utilize, and interpret a variety of reference books and manuals including personnel handbook, policy manual, and American Red Cross textbooks, safety manual including technical medical terminology
- Comprehend and prepare reports and forms such as accident and incident reports, inventory lists; emergency, registration, and Hold Harmless forms; and calendars using a prescribed format and conforming to all rules of punctuation, grammar, diction and style
- Analyze and use independent judgment in problem solving fairly routine situations such as responding to customer or employee problems/complaints, supervising pool patron activities and events, caring for pool patrons with injuries and resolving conflicts between participants to ensure safety

**Minimum Qualifications:**

**Education:**

Must be currently enrolled in or graduated from an educational institute working toward a high school diploma or G.E.D equivalent.

Must be available to work a flexible schedule which includes days, evenings, weekends, and holidays.

**Experience:**

Lifeguard I: None. Highly desirable: One (1) year experience as a volunteer, lifeguard, or swim instructor at an organized aquatics facility assisting with public swim sessions and/or lesson instruction.

Lifeguard II: One (1) year experience as a volunteer, lifeguard, or swim instructor at an organized aquatics facility assisting with public swim sessions and/or lesson instruction.

Lifeguard III: Two (2) years' experience as a volunteer, lifeguard, or swim instructor at an organized aquatics facility assisting with public swim sessions and/or lesson instruction.

**Other requirements****License or Certificate (only applies to Lifeguard II/III):**

- Current Lifeguard Training Certificate (must be re-certified within two (2) weeks of hire)
- Current Standard First Aid Certificate (must be re-certified within two (2) weeks of hire)
- Current Basic Life Support for the Professional Rescuer Certificate (must be re-certified within two (2) weeks of hire)
- Title 22 (must be provided within 6 months of start date)

**Age: Must be at least 15 years old by time of employment**

**Environmental & Functional Factors****Medical Class**

This class involves frequent lifting of up to fifty (50) pounds with occasional lifting of up to one hundred fifty (150) pounds or more, often combined with bending, twisting, or working on irregular and slippery surfaces. may require the ability to stand, bend, stoop, and/or squat occasionally. Incumbents should be able to straight pull, push, reach above shoulders, use of fingers; walk, stand, sit, climb, bend, stoop, and squat; walk on irregular surfaces; considerable use of both legs and arms; must hear well and have good vision.

Established: March 18, 2025