

**Town of Ashfield, Massachusetts
Lifeguard**

Position Title:	Lifeguard	Proposed Grade Level:	1
Department	Parks Commission	Date:	
Reports to:	Chair, Parks Commission	FLSA Status	Seasonal/Temporary Non-Exempt

Statement of Duties

Lifeguard is responsible for and ensuring safe use in and around the Ashfield Lake beach/swimming area. The Lifeguard is expected to monitor all swimmers (within the buoy demarcation), communicate and enforce posted safety regulations, perform all water rescue procedures, and respond quickly and effectively to emergency situations.

Supervision Required

Under the general supervision of the Parks Commission Chair, the Lifeguard is expected to vigilantly observe and protect swimming area/beach users, carry out recurring assignments independently with specific instruction, recognize instances which are out of the ordinary, or which do not fall within existing instructions, and seek advice and further instructions.

Supervisory Responsibility

None.

Confidentiality

Employee has no access to confidential information.

Accountability

Lifeguard must be prepared to follow all safety rules and procedures, maintain training proficiency, practice courtesy, and tact. Must remain alert, attentive, and respond quickly and decisively in accordance with established emergency and accident management procedures.

Judgment

Well-defined or detailed rules, instructions, and procedures cover all aspects of work. Judgment involves choosing the appropriate practices, procedures, regulations, or guidelines to apply in each case.

Complexity

The work consists of a variety of duties which generally follow standardized practices, procedures, regulations or guidelines. The sequence of work and/or the procedures followed vary according to the environment, nature of the incident, and/or situations.

Work Environment

Work is performed indoors and outdoors. Outdoors, there is full exposure to the elements and hot/cold temperatures, walking on even and uneven surfaces, swimming/water exposure. Indoor work may be in Bathhouse, restroom, or another enclosed environment subject to sitting, bending, and lifting.

Town of Ashfield, Massachusetts Lifeguard

Nature and Purpose of Public Contact

Relationships are primarily with Parks Commissioners, patrons, and other staff.

Occupational Risk

Employee may be exposed to wet and dry conditions, UVA/UVB sunlight, organic substances/micro-organisms, biohazards, and chemicals.

Essential Functions

The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Enforce all swimming area rules in a consistent manner;
- Maintain concentrated observation of the swimming and beach area and be alert or prevent accidents (risk management);
- Carry out rescues and initiate emergency actions as necessary;
- Identify potential accident hazards;
- Give immediate first aid in the event of injury to a bather or other incident;
- Handle discipline situations with courtesy and fairness;
- Be comfortable handling stray dog removal from beach area;
- Perform daily restroom cleaning and general beach maintenance, including but not limited to raking the beach, cleaning debris from water and shoreline, picking up trash, ONLY when swimmers are NOT in the water;
- All other duties as assigned.

Recommended Minimum Qualifications

Education and Experience

Education commensurate with age level. Some experience lifeguarding is desirable, but not required.

Special Requirements

Must possess a valid work permit if age appropriate.

Knowledge, Abilities and Skills

Knowledge

Red Cross Lifeguard Training and/or Water Safety Instructor Certification, CPR, First Aid, and AED certifications.

**Town of Ashfield, Massachusetts
Lifeguard**

Abilities

Must possess sufficient physical fitness and specialized abilities to perform the duties required of lifesaving personnel, deal effectively with members of the public, ability to react calmly and effectively in emergency situations, follow routine verbal and written instructions.

Skills

Must be a strong swimmer and possess skill in the application of lifeguarding surveillance and rescue techniques. Must be able to use emergency and first aid equipment as provided.

Physical and Mental Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the position's essential functions.

Mental

Work requires mental concentration, ability to evaluate information, and perform cognitive functions, and understanding consequences of decisions and actions.

Physical Skills

Must possess ability to stand, walk, run, climb, balance, twist, stoop, squat, kneel, crawl, crouch, reach, grasp, feel, talk, hear, see, walk backward, walk on rough and/or uneven terrain, and climb ladders and stairs.

Motor Skills

Position requires the application of basic motor skills for activities including but not limited to swimming, diving, lifting, and other activities associated with water rescue situations, raking, cleaning, and use of telephones and radios.

Visual Skills

Position requires ability to focus and use color and depth perception and to observe various distances with and without use of binoculars in an outdoor environment. Must be able to observe written instructions, signs, etc. in an indoor environment.