	Document Name	<i>Job Description- Lifeguard</i>		
	Document Number	JD-002	Revision Letter	A
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Job Title: Lifeguard

Location: City Pool- Portola, CA

Job Classification: Part-Time/Temporary/Seasonal, At-Will

Salary: \$16.90 per hour (based on experience and qualifications)

Position Summary:


Under the supervision of the Pool Manager, the Lifeguard is responsible for ensuring the safety of patrons at the City Pool by preventing and responding to emergencies. This position enforces pool rules and regulations, administers first aid and CPR as needed, and supports the delivery of high-quality aquatic programs in compliance with applicable California State Laws, Federal Labor Laws, and facility policies.

Essential Duties and Responsibilities:

- Monitor all aquatic activities to prevent accidents and respond promptly to emergency situations.
- Enforce all pool rules and safety regulations courteously and consistently.
- Perform water rescues, administer first aid and CPR/AED as necessary.
- Conduct regular safety checks and ensure a clean and hazard-free pool deck and facility.
- Participate in routine in-service training and emergency drills.
- Complete required documentation, including incident and accident reports, in a timely and accurate manner.
- Provide excellent customer service and maintain a professional demeanor at all times.
- Support setup, teardown, and safe operation of aquatic programs and special events.

Qualifications:

- Must be 15 years of age or older at the time of employment, in accordance with California child labor laws (Labor Code § 1294.1 and related CA DLSE regulations).
- Prior lifeguard experience is preferred but not required.
- Must be able to pass a swimming test (12 laps non-stop; 100 second brick test, 2-minute tread with no hands)

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Certifications (Required Prior to Employment):

- American Red Cross Lifeguarding Certification (including First Aid, CPR/AED for Professional Rescuers), or equivalent certification from a nationally recognized organization.
- Certification must remain current for the duration of employment.

Note: Certification training will be provided to qualified candidates contingent upon successful hire.


AB 506 and California Child Abuse and Neglect Reporting Act Compliance :

This position is subject to the requirements of AB 506 and California Child Abuse and Neglect Reporting Act, which mandate child abuse and neglect prevention measures for employees and volunteers of youth-serving organizations:

- Employees and volunteers must complete a Live Scan fingerprint background check through the California Department of Justice.
- All employees, regardless of age, must complete mandated reporter training as specified by the California Department of Social Services.
- All employees, regardless of age, are mandatory reporters under California Penal Code § 11165.7 and must comply with mandatory reporting obligations under the California Child Abuse and Neglect Reporting Act.

Knowledge, Skills, and Abilities:

- Strong swimming and water rescue skills.
- Ability to remain alert and act quickly in high-stress situations.
- Effective communication skills and ability to interact professionally with patrons of all ages.
- Knowledge of CPR, AED use, first aid procedures, and emergency response protocols.
- Ability to work independently and as part of a team.
- Dependable, responsible, and punctual.

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Working Conditions and Physical Requirements:

- Must be able to remain in a stationary position and scan the pool area for extended periods.
- Must be able to lift or move up to 50 pounds and assist distressed swimmers in and out of the water.
- Exposure to varying weather conditions, wet/slippery surfaces, chlorine, and other pool chemicals.
- Must be able to work flexible hours including weekends, holidays, and evenings as required.

Legal Compliance:

- This position complies with all California Division of Labor Standards Enforcement (DLSE) rules, including work permits for minors under 18, restricted work hours for minors during school sessions, and safety restrictions in accordance with California Labor Code and Fair Labor Standards Act (FLSA).
- The employer will provide reasonable accommodations in accordance with ADA requirements for qualified individuals with disabilities.

Equal Opportunity Statement:

We are an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, disability, gender identity, sexual orientation, or any other legally protected status.

Application Process: Interested candidates should submit their application to Admin@cityofportola.com or apply in person at City Hall located at 35 Third Avenue, Portola CA 96122.