



CITY OF CHINO

Lifeguard/Instructor

Definition:

Under general supervision, teaches swim strokes and water safety rules to program participants; monitors activities in swimming areas to prevent accidents; and performs related work as assigned.

Class Characteristics:

This is the entry/journey level class requiring limited time on the job before being capable of functioning at the full journey level. Lifeguard/Instructors initially work under immediate supervision, progressing to general supervision, as they become able to independently perform the full range of duties associated with this level. The Lifeguard/Instructor is expected to be able to perform at the full journey level within a relatively short period of time.

The Lifeguard/Instructor position is available from June through August of each year, and the work schedule includes early mornings, evenings, weekdays, weekends, and holidays.

Essential Job Duties:

- Teach swim strokes and water safety rules to different age groups and individuals with varying abilities; monitor activities in the swimming areas to prevent accidents.
- Develop special aquatic events; prepare and maintain accurate records and reports.
- Explain and enforce facility regulations, policies, and procedures to participants.
- Assist in performing cleaning services of pool and assigned areas.
- Interact with co-workers at all levels in the organization in a collaborative and customer service-oriented manner.
- Maintain prompt and regular attendance.
- Perform all duties within the context of the City's Mission Statement and Organizational Values.

Education:

- Pursuing completion of High School Diploma or G.E.D.

Qualifications:

Any combination of education, experience and/or training that provides the required knowledge, skills, and abilities to perform the essential job duties of the position is qualifying. Incumbents will possess the most desirable combination of training, skills, and experience, as demonstrated in their past and current employment history. A typical example includes:

Some knowledge of:

- Water safety rules, facility regulations, and policies and procedures.

Ability to:

- Teach swim strokes and water safety rules to different age groups and individuals with varying abilities.
- Develop and monitor special aquatics events.
- Prepare and maintain accurate records and reports.
- Communicate clearly and concisely, both orally and in writing.
- Work safely and efficiently.
- Deal tactfully and courteously with the public, City staff, co-workers, and program participants.
- Establish and maintain a team approach with co-workers.
- Understand and follow verbal and written instructions.
- Report to work in a timely and regular manner.

Special Requirements:

- Possess valid First Aid and CPR for Lifeguards and/or Professional Rescuer certificates.
- Possess a valid American Red Cross Lifesaving certificate or an equivalent YMCA Advance Lifesaving certificate.
- Possess a valid Water Safety Instructor (WSI) certificate (desirable).
- Successfully pass a City administered swim test.
- Receive satisfactory results from a background investigation, a physical examination, which includes a drug screen, and an administrative review.

Physical Profile:

Category II; 2, 3, 4, 8, 18, 20.

Link to description [here](#)

Employee Unit:

Part-time/Temporary/Seasonal

Revised: 4/9/10

Replacing Lifeguard Instructor classification specification dated 8/1/02

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