



Cayuga County Department of Human Resources and Civil Service Commission

JOB SPECIFICATION

Civil Service Title: **HEAD LIFE GUARD**
Jurisdictional Class: Non-Competitive (**SEASONAL) (PART-TIME)*
Civil Division: Buildings & Grounds, Building & Grounds, Towns, Villages, School Districts
Adoption: CSM
Revised: CSM 1/13/87, 5/11/88, 3/8/89, 4/12/89, 6/9/93, 4/7/98, 2/18/04, 11/8/17

DISTINGUISHING FEATURES OF THE CLASS:

Directs the activities of Lifeguards at swimming pools or bathing beaches; does related work as required. This is important supervisory work involving responsibility for safeguarding lives and maintaining order at bathing areas. General instructions are received from a superior but there is considerable responsibility for the use of sound judgment. Responsibility is involved for seeing that subordinates are thoroughly trained and that high standards are maintained. The incumbent may be asked to do other activities related to the worksite during times when the beach or pool are not busy. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Supervises and instructs the work of Lifeguards;
Sees that rules and regulations for the maintenance of safety and good order are carried out;
Assigns Lifeguards to their posts;
Administers artificial respiration and otherwise renders first aid;
Supervises maintenance of life saving equipment;
Sees that Lifeguards are alert in patrolling assigned posts;
Sees that beaches and locker rooms are kept free of glass and other debris.
When the beach is closed or not busy, may be required to assist in normal maintenance duties such as but not limited to lawn mowing, trimming, etc.;
May be required to take fees and account for funds received;
Performs other related duties as assigned by Supervisor.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:

Thorough knowledge of first aid, lifesaving, and rescue work as applied to accidents in the water;
Ability to swim well;
Ability to secure the cooperation of the public;
Ability to be firm yet courteous with the public;
Ability to make reports;
Good observation;
Mental alertness;
Good moral character;
Excellent physical condition.

MINIMUM QUALIFICATIONS:

At least 18 years of age. Possession of a current American Red Cross basic life support for the professional rescuer CPR, or equivalent combination; and possession of a current lifeguard training certificate from a certifying agency (such as the American Red Cross, Boy Scouts, YMCA) acceptable to the State Health Commissioner; and two seasons life guarding experience.