

Lifeguard

Guidelines and Pool Policies

Charlestown Town Pool

Appearance and Behavior:

- Guards are expected to be in uniform at all times when on duty
- Use of cell phone while on the pool deck is prohibited
- All behavior of staff must conform to the pool rules
- If for any reason a lifeguard can not show up to his or her shift, inform the manager two weeks prior to the shift
- If a lifeguard would like to trade shifts with another or find a sub, it is his or her responsibility to organize and the manager must approve it.

Essential Job Functions

- Maintain constant surveillance of patrons while in the stand; act immediately and appropriately to secure safety of patrons
- Enforce pool rules
- Provide emergency care and treatment until emergency medical services can take over
- Perform duties of office shift: sign patrons in, work the cash register, sell snacks and pop ice, and answer the telephone
- Perform maintenance duties
- Upon arrival:
 - o Open doors to the office, bathrooms, and shed
 - o Put out safety equipment and set up umbrellas
 - o Pick up all trash on deck
 - o Check bathrooms for cleanliness and restock when necessary
 - o Start a new sign-in sheet for the day
 - o Display open flag at gate

- Empty skimmer baskets at least twice a day
- Brush pool sides and tiles when necessary
- Check chemicals at assigned times and record (if instructed by manager)
- Skim and brush pool when necessary
- Rain days: confer with manager if weather is poor
- Close pool in the case of thunder and lightning
 - o Keep closed until 30 minutes after the last occurrence of thunder or lightning
- Before departing:
 - o Perform cash out
 - o Stow away safety equipment and umbrellas from deck
 - o Check bathrooms for cleanliness and restock supplies if necessary
 - o Lock all doors and gates

Qualifications

- At least 15 years of age
- American Red Cross Lifeguard Certification