

OAKLANDS POOL CLUB – LIFEGUARD

301 Hillside Road

Newark, DE 19711

Description:

An hourly position providing lifeguarding, monitoring of pool functions, setting and removing pool furniture, operating snack bar, and maintaining the pool facilities for members and guest for the 2017 Season – Memorial Day through Labor Day. The hours of operation/employment are 12 noon to 9:00 pm, seven days a week, and occasional off-hour events scheduled upon request.

Requirements:

Current/valid Senior Life Saving Certificate for duration of season Minimum Age: 16 years old

Roles & Responsibilities:

Lifeguarding – Actively monitor pool activity for life safety, enforce pool safety rules and regulations, and promote a safe environment for pool activities. Senior guards supervise and mentor Jr. Lifeguards.

Pool Operation - Monitor, record, and report on the pool water conditions and operations as required by the Department of Health and public pool regulations. Attend pool maintenance/orientation meeting and request further orientation/training if pool maintenance requirements are in question.

Facility Operation – Set-up and remove pool furnishings, tables, and umbrellas on a daily basis. Inspect and clean restroom facilities and stock supplies as required. Water flower pots and remove/maintain trash receptacles as required.

Snack Bar – Operate pool snack bar for members and guests for 15 minute intervals per hour.

Registration – Greet and acknowledge attendants at entry as active pool members. Collect guest fees from member’s guests.

Family Environment - Greet and promote friendly atmosphere at the Oaklands Swim Club.

Daily Tasks/Routines – Perform daily tasks as requested to maintain pool, facilities, and property.

Additional Opportunities – Private swim lessons, coaching of swim team, and other work opportunities are available and are to be performed separately from lifeguard duties (not concurrently.)

Reports:

Evaluation / Criteria:

Direct Report: Pool Manager and Assistant Manager

Performance of roles & responsibilities

Indirect Report: Oaklands Board and Members

Positive attitude/disposition

Reliability/Dependability/Communications

Opening	S	M	T	W	T	F	S
Set up umbrellas							
Turn on chlorinators							
Vacuum & Backwash main pool (Once a week)							
Vacuum & Backwash baby pool (Once a week)							
Check snack shack inventory							
Water plants							
Check bathroom supplies							
Set up guard equipment							
Check pool chemicals							
Check skimmer baskets							
Pool Deck Weeding (remove weeds growing in cracks)							
Policing of Parking Lot (Picking up Trash)							
During the day, After every shift on the lifeguard stand							
Anytime time a guard comes down off the chair they should circle the pool looking for issues that may not be visible from the lifeguard stand (check under the stairs) and perform a tour of the pool deck looking for other potential issues (misplaced skimmer basket covers, overturned chairs, tripping hazards, small toys left in walking paths, guests with glass containers in prohibited areas, etc.).							
During the day, every 2 hours (or when needed)							
Empty Trash Cans							
Policing of Bathrooms (Picking up Trash, making sure things are flushed, water is not left running, not out of toilet paper, etc.)							
Policing of Pool Deck (Picking up Trash, cleaning up spills & food debris) .							
Wipe down dirty tables (as needed)							
Closing							
Take down umbrellas (or after sunset)							
Clean bathrooms							
Organize\Clean snack shack							
Organize\Clean Guard Room							
Check skimmer baskets							
Clean pump strainer baskets (both pumps, once a week)							

Update snack shack shopping list							
Check bathroom supplies							
Put away guard equipment							
Turn off chlorinators							
Remove toys from baby pool							
Wipe down tables							
Verify all grills are off and gas cylinders are closed							
Policing of Grass Area (Picking up Trash)							
Empty Trash Cans							
Turn off lights							
Lock snack shack, bathrooms, and guard office							