

# **The Town of Parry Sound - Position Description**

February 7, 2019

## **Position Title:**

Aquatics Program Lifeguard - Seasonal Student

## **Reporting Relationship:**

Reports to, and works under the direction and supervision of the Aquatics Coordinator/Beach Supervisor.

## **Purpose of the Position:**

To administer an aquatics program, and provide a safe waterfront facility for all patrons of the park in a manner that:

- a) Accidents are prevented;
- b) All emergency situations are handled properly;
- c) Provides patrons with the necessary services and rapport to make their participation in the program safe, and one that they will want to return to.

## **Scope of the Position:**

Works within labour, employment, health and safety, accessibility and other relevant legislation; within Town's policies and procedures; and according to practices and procedures established appropriate swimming organizations.

## **Responsibilities:**

1. Handle all emergencies that occur in the beach and park area, following set policies and procedures.
2. Promote a safe waterfront environment and assist in drowning prevention.

3. Educate participants in the safe use of swimming area.
4. Maintain personal skills required by lifeguards and instructors (i.e. Public relations, communication skills, physical skills).
5. Enforce all beach rules and policies in a tactful manner.
6. Assist with the daily maintenance and operations of the park as required.
7. Assist in organizing, planning, implementing, and participating in any special event at the park, or any sponsored by the Town of Parry Sound.
8. Assist in record keeping and documentation of daily facility checklists, accidents and incidents, program registration, etc.
9. Know how to operate all recreational and safety equipment at the park and assist with the maintenance of it.
10. Perform rescues in accordance with the specific emergency procedures of Waubuno Beach.
11. Wear designated uniform at all times.
12. Remain on duty as assigned until relieved, and remain within call or in office on breaks.
13. Be familiar with opening and closing procedures of facility, and assist when needed.

## **Working Relationship and Contacts:**

### **1. With the Aquatics Coordinator**

Receives direction, guidance and encouragement; discusses plans and priorities.

### **2. With Other Staff**

Works in a team environment to supervise beach and park patrons at Waubuno Beach.

### **3. With External Contacts**

Handles customer inquiries via face-to-face interaction and telephone; handles emergency situations involving beach and park patrons.

## **Education, Knowledge and Skill:**

1. National Lifeguard Waterfront (preferred)
2. Standard First Aid

3. CPR Level C
4. High level organization and record keeping skills.
5. High level teamwork and cooperation skills.
6. Good communication and public relation skills.

### **Experience:**

Must be 16 years of age or older. Previous lifeguarding experience is an asset.

### **Impact of Error:**

Procedural errors could result in adverse effect on health and safety of public and/or colleagues. Informational errors could result in unfavourable public and staff relations, and risk to health and safety of public and staff.

### **Physical Demands:**

Frequent standing, sitting, and walking for intermediate periods of time, in an outdoor work environment that is subject to varying weather conditions. Must be able to swim intermediate to lengthy distances without stopping. Occasionally may be required to lift, push/pull, hold/carry weights in excess of 50 lbs., with movement done from ground to waist, waist to shoulder, and above the shoulders.

### **Sensory Demands:**

Intermittent periods of concentrated observation required; occasional concentrated listening of brief to intermediate duration required.

### **Working Conditions:**

Outdoor work environment subject to varying weather conditions; work is in full view of the public with frequent public contact.

**Control:**

Generally supervised by the Aquatics Coordinator.