



Lifeguard

• 5-20 hours/week • \$9.85/hour

DUTIES AND RESPONSIBILITIES

- Open and close pool before and after special events
- Perform all required shift duties, opening and/or closing duties with accuracy and efficiency
- Perform pH, chlorine, alkalinity, and calcium hardness tests for the pool and spa using a test kit
- Use the 10 X 10 reaction rule
 - The lifeguard must be able to survey his/her zone of responsibility within 10 seconds and, if required, must be able to intervene within 10 seconds
- Assist patrons with problems, questions, and concerns
- Be knowledgeable about all CREC programs and be able to answer questions and direct patrons to correct location
- Fill out daily work shift forms and record attendance of lap/open swim
- Scan water continuously
- Ensure the safety of all persons using the pool
- Respond to those in distress or requiring assistance, and perform first aid and CPR as needed
- Consistently enforce all pool policies, rules, and regulations
- Report any unsafe conditions requiring maintenance or attention to Aquatics & Safety Coordinator
- Maintain pool deck, storage, and office areas
- Attend all staff meetings and in-service training sessions
- Work with the SBA to fill out accident report forms and other incident documentation
- Assist with aquatic/safety projects
- Perform other duties as assigned

EXPECTATIONS

- Attend all staff trainings
- Maintain professional during all shifts
- Provide outstanding customer service
- Ability to deal with difficult situations well
- Ability to work independently without direct supervision
- Ability to be a leader
- Ability to work with diverse populations
- Provide a safe environment for all patrons
- No reading, eating, using a cell phone, or writing while on duty.

TYPICAL WORKING HOURS

The pool is open 6:10a.m.-10:00p.m. Monday-Thursday, 6:10a.m.-9:00p.m. Fridays, 8:00a.m.-7:00p.m. Saturdays, and 10:00a.m.-9:00p.m. Sundays. Expect hours to typically fall in these hours, with few exceptions.



WORKING CONDITIONS

- Location of work – pool environment
- Type of work – position requires mostly sitting or standing while holding a guard tube. Some lifting may be required.
- Uniform –staff shirt, swim suit, nametag, appropriate shoes, whistle, fanny pack

MINIMUM QUALIFICATIONS

- **Positive attitude**
- Maintain minimum enrollment (6 credits for undergraduates, 5 credits for graduates) for three out of four terms in the year
- Minimum 2.0 grade point average and maintain good academic standing throughout employment
- Commitment to Campus Rec's mission statement
- Possess current certifications in American Red Cross Lifeguard Training, CPR for the Lifeguard, First Aid and AED (turn in copies with application)
- Ability to understand English and instructions given by any supervisor
- Ability to use tact, judgment, and courtesy when dealing with patrons
- Establish and maintain good communication and working relationships with other pool/CREC employees
- Maintain physical fitness and all requirements for CREC lifeguards
- **MUST BE AVAILABLE FOR AN ALL-STAFF TRAINING ON SUNDAY, FEBRUARY 26th.**

PREFERRED QUALIFICATIONS

- Experience working with diverse populations.
- Strong interpersonal and communication skills.
- Demonstrated positive customer service.
- Demonstrated leadership qualities.

TO APPLY

1. Complete the Campus Rec application and a one page cover letter describing your interest in the open position and any related experience. Application can be found here:
http://www.pdx.edu/recreation/sites/www.pdx.edu.recreation/files/CREC_Application_2011_2012%20word%2097-2003_1.doc
 - See <http://www.pdx.edu/careers/writing-cover-letters> for tips on how to write your cover letter.
2. Email application, cover letter, and scanned certifications to crecjobs@pdx.edu with the subject line Application for *Lifeguard* – last name.
3. You will receive a confirmation email that we have received your application within one week of receipt.

If you need accommodations in filling out this application, please contact the Campus Rec Office Coordinator, Joelle Kenney, at 503-725-2943 or joellek@pdx.edu

DEADLINE FOR SUBMISSION: Friday, February 17th at 5:00p.m.