

CAMPUS REC

Lifeguard

5-20 Hours/Week • \$14.57/Hour

Duties and Responsibilities

- 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 lifeguard training to identify and prevent hazards
- The lifeguard must be able to survey his/her zone of responsibility and properly respond to a drowning victim
- 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
- 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
- Respond to life threatening emergencies (head, heart, or lungs) for all of Campus Rec
- 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 SBS to fill out accident report forms and other incident documentation
- Open and close pool before and after special events
- Assist with aquatic/safety projects
- Perform other duties as assigned

Expectations

- To maintain any valid certifications that is required of your position.
- Attend all staff trainings, including mandatory monthly paid lifeguard in-service trainings 1 pre-determined Saturday a month
- 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

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Expectations Continued

- No reading, eating, using a cell phone, or writing while on duty
- To maintain any valid certifications that is required of your position.

Typical Working Hours

Shifts fall between the hours of 5:30a.m.-10:30p.m. Monday-Thursday, 5:30a.m.-9:30p.m. Fridays, 7:30a.m.-6:00p.m. Saturdays, and 10:30a.m.-9:00p.m. Sundays. Expect hours to typically fall in these hours, with few exceptions.

Working Conditions

- Location of work – pool environment, 82 degrees 70% humidity year round.
- Type of work – position requires mostly sitting or standing while holding a guard tube. Some lifting may be required.
- Uniform –staff shirt, swim suit, name tag, whistle, hip pack
- Some swimming required
- Periodic audits testing/refining lifeguarding skills

Minimum Qualifications

- 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 (undergrad) and 3.0 (graduate) and maintain good academic standing throughout employment
- Commitment to Campus Rec's mission, vision, values, and dignity statements
- Positive attitude
- Ability to respond to emergency situations
- Good communication skills
- Ability to work with people
- Ability to use tact, judgment, and courtesy when dealing with patrons
- American Red Cross First Aid/CPR/AED certification within 30 days of hire for any employee who works within the Rec Center gated entrance and/or supervises activity areas or excursions.
- Possess current certifications in American Red Cross Lifeguard Training, CPR for the Lifeguard, First Aid and AED (turn in copies with application)
- Maintain physical fitness and all requirements for CREC lifeguards
- **Must successfully complete a background check**

Preferred Qualifications

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

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Application Instructions

1. Complete our [Campus Rec Application](#), a **resume**, and a **one-page cover letter** describing your interest in the position and any related experience.
 - See <http://www.pdx.edu/careers/writing-cover-letters> for tips on how to write your cover letter
 - See <https://www.pdx.edu/careers/writing-a-resume> for tips on how to create a resume.
2. Email **application, resume, and cover letter** (and any supplemental materials) as **PDFs** to crecjobs@pdx.edu with the subject line stating "POSITION NAME, last name."
3. You will receive a confirmation email that we have received your application within one week.

If you need accommodations in filling out this application, please contact the Campus Rec Administrative Program Assistant at 503-725-2946 or ckwong@pdx.edu

Portland State University is an Affirmative Action, Equal Opportunity Institution and welcomes applications from diverse candidates and candidates who support diversity.

Deadline for Submission: Continuous