

CAMPUS REC

Lifeguard

5-20 Hours/Week • \$16.07/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 provided test kit and instructions
- Use lifeguard training to identify and prevent hazards
- Must be able to scan entire aquatics facility properly and 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 locations
- Scan Water continuously
- Ensure the safety of all persons using the pool
- Respond to Campus Rec building wide life-threatening emergencies during a CODE RED and perform first-aid, CPR, AED 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 SBS to fill out accident report forms and other incident documentation
- Open and close pool
- Assist with aquatic/safety projects
- Perform other duties as assigned

Expectations

- To maintain any valid certifications that is required of your position.
- Attend annual ALL STAFF training, including mandatory monthly paid lifeguard in-service trainings 1 pre-determined day EVERY month
- Ability to work without direct supervision
- No cell phone, laptop, or tablet usage while on duty
- Ability to work with diverse populations
- Provide a safe environment for all patrons
- Be able to work 5:30am opening shifts, 10:30pm closing shifts, and weekends
- Ability to deal with difficult situations well
- Maintain professional during all shifts

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Typical Working Hours

- Shifts fall between the hours of 6:30am-10:00pm Sunday-Monday.

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. Entering the water to do a rescue may occur on any shift
- 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
- Functions and communicates effectively and respectfully within the context of varying beliefs, behaviors, orientations, identities and cultural backgrounds
- 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.
- For this position applicants must already have or be in the process of obtaining an American Red Cross Lifeguard certification as well as obtain BBP and O2 certifications within 30 days of hire.
- **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.
 - Visit the University Career Center's [Writing a Cover Letter webpage](#) for tips on how to write your cover letter
 - Visit the University Career Center's [Writing a Resume webpage](#) for tips on how to create a resume.
2. Email **application, resume, and cover letter** (and any supplemental materials) as **PDFs** to the [Campus Rec Jobs email](#) at 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 by phone at 503-725-2946 or [email Chiki Kwong](#) at 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