Lifeguard
5-20 hours/week • $10.34/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 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
- 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
- Lifeguards can petition to become an Instructor Aid. Please see the Aquatics and Safety Coordinator to learn more about the petition process. Lifeguards who are an Instructor Aid can assist in teaching swimming lessons and safety courses; such as, CPR and First Aid. Successful Aids may become WSI and/or LGIs in the future. Becoming an Instructor Aid requires direct approval from the Aquatics and Safety Coordinator.
- 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 (if applicable)
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
- 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

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 (undergrad) and 3.0 (graduate) 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 successfully complete a background check

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_2014_15%20%287%29%281%29.docx
   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 within one week of receipt.
If you need accommodations in filling out this application, or if you do not receive an email confirmation within five business days, please contact the Administrative Suite front desk at 503-725-5127, or campusrec@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