



## Head Beach Lifeguard Job Description

**Hours:** 40 (could be more) hours per week, June – Mid September, requires weekend & holiday work

**Status:** Seasonal

**Reports to:**

**Pay Rate:** \$20.00 - \$22.00 per hour

**Revised:** 1/2024

### General Summary:

The City of Biddeford's Recreation Department has a great opportunity for a seasoned lifeguard with ocean experience. Must have experience in working in ocean conditions. The Head Lifeguard is expected to have direct contact and oversight of Lifeguards. The Head Lifeguard will assist in the requirement and hiring of lifeguards, responsible for supervision, training, testing, scheduling, oversight of the public beaches during operation hours, care and upkeep of equipment, prevention of accidents through the enforcement of policies, rules and regulations related to beach use. The Head Lifeguard shall be responsible for the planning, implementation and assistance in the arrangements for; adequate safety and training, beach-related equipment, clean-up of beaches, and public access. The Head Lifeguard will support the mission of the Recreation Department.

### Essential Functions:

- Responsible for the swimming and beach areas during operation hours.
- Scans the swimming and beach areas to make sure that patrons are safe.
- Prevents accidents through the enforcement of policies, rules, and regulations related to beach use.
- Remains alert in order to detect potential hazardous conditions and patrons in distress.
- Acts in emergencies to rescue and render appropriate first aid procedures to patrons as necessary.
- Assists in performing administrative duties, including daily records of patrons assisted, patrons rescued, first aid provided, weather conditions, and ocean conditions.
- Assists in maintain the general appearance and cleanliness of the beach areas.
- Responsible for courteously answering questions from beach patrons when possible, without being distracted from lifeguard duties.
- Enforces the rules consistently and fairly.
- Participates in trainings as required.
- Maintains and monitors assigned equipment and supplies.
- Perform other related duties as required, directed, or as a situation dictates.
- Regular attendance on scheduled workdays is required.

**Knowledge, Skills, and Abilities:**

- First Aid and CPR Certified.
- Current Lifeguard Certification.
- Ability to participate in and complete daily workouts and trainings.
- Ability to learn ocean water safety and to learn the rules/regulations of swimming and beach areas.
- Ability to exercise good judgment in enforcing rules firmly and tactfully.
- Ability to react quickly and calmly in emergencies.
- Ability to identify and prevent dangerous situations or emergencies, and take effective and appropriate action.
- Ability to remain alert for long periods of time.
- Ability to work well with others.
- Ability to work well with the public.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to walk, sit and talk or hear. The employee is occasionally required to use hands to finger, feel, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl. The employee maybe required to run, swim, perform First Aid/CPR, and perform ocean rescues – other physical duties related to the job.

The employee must occasionally move equipment such as rescue boards, umbrellas, and other lifeguard equipment.

Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee often works in outside weather conditions both hot and cold temperatures. The employee is exposed to wet and /or humid conditions. The work is performed in a beach environment and involves prolonged exposure to salt sir, wind, extreme sun, and inclement weather. Work also involves exposure to potentially stressful situations.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

If unable to work the hours scheduled, the employee is required to contact their supervisor via phone and not email, making every effort to speak in person, with a valid reason, so as coverage can be found.