

**CITY OF BOULDER CITY  
NEVADA**

**CLASS TITLE:     PART-TIME HEAD LIFEGUARD**

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**BASIC FUNCTION:**

Assists the Aquatic Coordinator in supervising lifeguard staff, maintains the pool facility, plans and conducts in-service training for staff and performs lifeguard duties.

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**REPRESENTATIVE DUTIES:**

*(It is important to note that the duties listed below are “representative only” and are not intended to cover the full range or scope of duties in this class.)*

1. Ensures safety of the facility patrons.
2. Supervises lifeguard staff.
3. Enforces pool facility's policies, rules and regulations.
4. Responds to patron inquiries and concerns.
5. Supervises the general care and cleaning of the facility.
6. Inspects the facility on a daily basis and reports any unsafe conditions to the Aquatic Coordinator immediately.
7. Maintains records, reports, and information regarding Accident reports, First Aide list, and water chemistry.
8. Plans and provides for the preseason and in-service training of the lifeguard staff.
9. Performs lifeguard duties.
10. Assists the Aquatic Coordinator in hiring lifeguard staff.
11. Carries out additional duties as assigned by the Aquatic Coordinator.
12. Performs related duties as may be assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

- Application of lifeguarding rescue techniques.
- Safe working practices.
- Principles and practices of facility rules, policies and procedures.
- Leadership qualities and public relation skills.

**ABILITY TO:**

- Instruct, assign, supervise and evaluate lifeguarding staff in the performance of their duties.
- Understand and carry out verbal and written instructions.
- Work independently with minimal supervision.
- Communicate effectively with others.

**EDUCATION AND EXPERIENCE:**

**Any combination equivalent to:** Graduation from high school or G.E.D. equivalent and one year lifeguarding experience. Supervisory experience.

**LICENSES:** Valid State of Nevada Motor Vehicle Operator's License. American Red Cross Lifeguard/First Aid Training Certificate, American Red Cross CPR/AED for the Professional Rescuer Certificate, American Red Cross Lifeguarding Instructor, and Water Safety Instructor Certificate preferred upon hire, must acquire within 6 months of hire.

**WORK DIRECTION, LEAD AND SUPERVISORY RESPONSIBILITIES:** This class reports to the Aquatic Coordinator and the Aquatic Administrative Clerk.

**PHYSICAL EFFORT: Performs** physically demanding manual work in lifting, pushing or pulling heavy objects and operating janitorial and maintenance equipment and tools.

**CONTACTS:**

- Members of the public
- Co-workers
- Other department personnel
- Other City department staff
- Vendors

**WORKING CONDITIONS:** Position requires physical activity including swimming, deep water work, life saving instruction, bending, lifting, carrying, and other activities.

**NOTE: THIS CLASS IS NON-EXEMPT UNDER FLSA PROVISIONS.  
THIS CLASS IS AN AT-WILL POSITION.**

The City of Boulder City is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodation to qualified individuals. The City of Boulder City encourages both incumbents and individuals who have been offered employment to discuss potential accommodations with the employer.

