



## POSITION DESCRIPTION

**Title:** Head Life Guard  
**Classification:** Non-Exempt  
**Work Schedule:** 33.75 hours per week, 8:30AM-3:30PM  
**Start Date:** June 18-August 24, 2018 (Pre-Camp Training June 18-23)  
**Report to:** Program Coordinator  
**Work Site:** The Bridge Center, 470 Pine Street Bridgewater, Massachusetts

### **DESCRIPTION OF POSITION:**

The Head Lifeguard will be in charge of organizing, supervising and leading an instructional water based program using the adaptive swimming pool that is designed to meet the needs of each summer camp participant. The Head Lifeguard will be in charge of developing and implementing swimming lesson plans, games and other related activities for all camp groups. The Head Lifeguard will provide supervision, training, on-going instruction and evaluation to the summer camp lifeguards as well as counselors.

### **Primary Duties & Responsibilities**

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Ability and desire to work with individuals with disabilities in an outdoor setting where “campers come first”
- Ability and desire to work with persons of all ages, ability levels, and backgrounds in a dynamic outdoor environment which values growth and change of self and others
- Excellent communication, time management, and organizational skills
- Ability to interact with and work as a team player with other staff, participants, volunteers, and participant’s families/caregivers
- Ability to complete accurate documentation forms on participants as required on a regular basis
- Responsible for the overall safety, cleanliness, and maintenance of pool and pond aquatics facilities
- Assures that all campers are safe with participating in aquatics activities
- Assures that lifeguards are attentive, timely, and hyperaware of all participants at aquatics activities at all times
- Responsible for assuring that appropriate pool checks and chemical checks are occurring daily
- Conduct pre and post equipment safety checks
- Enforce Camp rules, regulations, and policies to assure safety to all in attendance
- Abide by all ACA guidelines for Aquatics, and Aquatics staff
- Report any safety hazards or structural repairs to the Program Coordinator
- Weekly hours are subject to change depending on extended day campers



### **Supervision**

This individual will report directly to the Program Coordinator.

### **Job 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. The noise level in the work environment is usually moderate. The work environments may include a business office, outdoor and indoor recreation venues.

### **Physical Requirements**

Moderate physical effort generally required in performing duties under typical office conditions. Some physical effort required when performing duties in the field. This person must demonstrate the ability to, maintain a high level of energy, be comfortable performing multifaceted projects in conjunction with day-to-day activities and the ability to lift and carry (short distances; up to 15') up to 80 pound occasionally. Requires the ability to physically maneuver over and/or upon terrain, surfaces or physical structures.

### **KNOWLEDGE AND SKILLS REQUIRED**

- Must have Lifeguard Certification
- Must have 1 year prior lifeguard and supervision experience

### **Special Requirements**

- Mandatory attendance:
  - a. Activity Leader Training, Wednesday June 13, 2018 4:00pm-7:00pm
  - b. All Staff Training, Monday thru Friday, June 18- June 22 2017, 4:00pm-7:00pm
- Must have a valid driver's license
- Must be 21+ years of age
- Must complete and pass CORI/SORI/NSOPW
- CPR and first aid certified (recertification available during staff training)

### **Salary:**

Pay scale of \$13.00-\$14.00 per hour based on prior experience.

### **Interested candidates should submit the following:**

- Job application (<https://bridgecenter.campintouch.com/ui/forms/application/staff/App>)
- Resume

### **Please mail/email/fax to:**

Abigail Ross  
*Program Coordinator*  
*Year Round Programs and Summer Camps*  
The Bridge Center  
470 Pine Street Bridgewater, MA 02324



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