

HELP WANTED

City of Oconto Falls Beach

Seasonal Lifeguard/Swim Instructor

City of Oconto Falls, WI

\$13.00 - \$15.00 an hour depending upon years of lifeguard experience

Seasonal (Memorial Day to Labor Day)

Full Job Description

Examples of Duties

ESSENTIAL JOB FUNCTIONS

Responsible for supervision of assigned facility during work hours (including, but not limited to, security, cleanliness, and safety)

Safety and direct supervision of patrons during all swim programming

Coordination and planning of program related activities and events

Instruct and/ or support various levels of swim lessons

Encourage children to participate in activities through positive reinforcement

Serve as a positive role model to the participants

Continually train on emergency action plans, including by not limited to roles and responsibilities, rescue skills, and CPR and AED use

Respond to emergency situations, following established emergency protocols

Complete necessary paperwork specific to job responsibilities (attendance forms, accident/incident report forms, facility checklists, etc.)

Perform set-up and take-down of program related equipment

Greets patrons to sell concessions, operates cash register and performs transactions.

Sells daily admission swim passes to non-residents.

Communicates clearly and effectively with patrons.

OTHER JOB FUNCTIONS

Be at the facility, ready to work, at the designated start of the work shift

Perform facility maintenance and duties assigned by Beach manager.

Keeps lake area, bathhouse, parking lot, and playground free of litter and waste paper by checking areas and daily pickup.

Cleans bathhouse and toilet facilities daily.

Rakes beach, removes and disposes of aquatic weeds, and assists with any repairs as required.

Establish and maintain effective communication and working relationship with fellow staff members, management staff, volunteers, and the public in a courteous and tactful manner

Attend all required meetings and trainings

Work closely with supervisor to ensure all City of Oconto Falls rules, policies, and procedures are observed and enforced

Report directly to and perform any other duties as assigned by Head Lifeguard or Beach Supervisor.

Education/Certifications/Experience Requirements

REQUIRED: Must have current Certified Lifeguard Training. Water Safety Instructor (W.S.I.); First-aid Basics; and C.P.R. for the Professional Rescuer Certifications with AED Certifications; and supplemental experience working with or teaching learn to swim programs.

Possess the strength and endurance to perform all lifesaving and first-aid procedures while under the most difficult situations.

Complete knowledge of all swimming and water safety programs, and the ability to teach and demonstrate all swimming strokes.

Must be 15 years of age or older by May.

EXPERIENCE: Knowledge and/or background of the specific program

Ability and/ or experience to work with varied age groups, including children

Ability to take direction

Ability to understand and effectively carry out oral and written instructions

Follow City/Department/Division policies, work independently, and make sound decisions.

Communicate effectively, both in verbal and written form and to follow verbal and written instructions.

Establish and maintain effective working relationships with city employees, department professionals, staff, customers and the general public.

Work evenings, weekends and holidays as needed.

Understand, follow and perform duties as required of emergency action plan and to swim 500 yards.

Always maintain a positive behavior and professional demeanor at all times; address resident and customer concerns in a helpful, courteous manner.

Work effectively as part of a team and to lead and direct staff.

Interact with a diverse group of individuals.

Comply with all safety policies, practices, and procedures, and report all unsafe activities or conditions to supervisor.

Always maintain a positive behavior and professional demeanor at all times; address resident and customer concerns in a helpful, courteous manner.

Work effectively as part of a team and to lead and direct staff.

Interact with a diverse group of individuals.

Comply with all safety policies, practices, and procedures, and report all unsafe activities or conditions to supervisor.

SUPPLEMENTAL INFORMATION:

EQUIPMENT, INSTRUMENTS AND MACHINES:

Equipment used includes, but not limited to, concessions equipment, first aid, and CPR/AED supplies.

PHYSICAL FACTORS:

The physical demands described here are representative of those that must be met by any an employee to successfully perform the essential functions of this job.

Must have the physical ability to respond appropriately in emergency situations.

Work will take place in an outdoor environment and varying types of weather, including possibility of high heat and humidity and cold air and chilly water.

Working conditions involve occasional exposure to dirt, dust, and moisture.

Perform various activities, which may include, but not limited to: Semi-reaching to full-reach overhead, crouching, kneeling, bending, twisting, turning, and lying on stomach and/or back.

Must be able to sit or stand and move for long periods of time.

See and observe all sections of an assigned area of responsibility, with or without reasonable accommodation.

DISCLAIMER

The above statements are intended to describe the general nature and level of work being performed by people assigned this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. 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, or is responsive to the needs of the City of Oconto Falls.

Application Information:

Employment Season: Memorial Day to Labor Day. Able to work duration of the program as assigned by supervisor

Work Location: Eastside Beach, 631 N Main St., Oconto Falls, WI 54154

To apply please complete City of Oconto Falls Employment application, include copy certifications of at www.cityofocntofalls.com . or paper applications can be obtained at City Hall, 500 N Chestnut Avenue. Completed applications with certifications can be emailed to info@ci.ocntofalls.wi.us or dropped off at City Hall.