



**City of Batesville**  
**Job Description**  
**Job Title: Community Center**  
**Lifeguard Level II/Swim Instructor (Part-Time)**

**Exempt (Y/N):**

**Shift:** Variable

**Department:** Parks

**Supervisor:** Aquatics Coordinator

**Prepared By:** Brandon Shrader

**Dot Code:**

**Location:** Community/Aquatics Center

**Employee Name:**

**Date:** 3-6-2017

**Summary:** The Batesville Community Center and Aquatics Park is seeking a dedicated and reliable individual for this position. This position will provide the right individual an excellent opportunity to become part of a friendly, team oriented work environment. The successful candidate will provide for the welfare and safety of all participants in and about the swimming areas. Lifeguards must have a clear understanding of the rules, regulations, operational, and emergency procedures. Must be able to enforce those rules and procedures using great customer service and keeping safety our primary concern. Lifeguard Level II is considered anyone with more than 3 months experience lifeguarding.

1. **Major Duties and Responsibilities:** Must perform lifeguard, CPR/AED, and first aid skills in accordance with the appropriate certifications. Must enforce facility rules and regulations. Must communicate with patrons, perform opening/closing procedures and water tests. Lifeguard is ultimately responsible for the safety of the patrons during operational hours. Carries out a continuous effort to improve operations, work processes; and works cooperatively to provide continuous improvement and customer-driven service. Supervise and instruct participants in the swim lesson program in a safe and friendly manner. Performs other related duties as assigned.

**Knowledge, Skills and Abilities:** Knowledge of how to communicate with patrons, taking water tests, and all skills related to the required American Red Cross or equally rated (YMCA, Ellis, American Lifeguard) certifications.

**Minimum Educational and Training Requirements:** Must be a minimum of fifteen (15) years of age, with workers permit. Must have reliable means of transportation. Presently in high school, have a high school diploma or GED, one to two years of progressively responsible related experience, or any combination of education, training and experience, which provide the required knowledge, skills and abilities to perform the essential functions of the job. Have up-to-date Lifeguard, CPR/AED and First Aid certifications or be able to achieve certification by start date.

**Physical Requirements:** While performing the essential functions of this job, the employee must work outside and stand for extended periods of time, as well as lift heavy objects, if necessary. He/she must be aware and active in emergency situations.

**Requirements:**

Applicants must be willing to submit to and pass a drug test. Background check will be administered. Ability to lift 25 pound packages on a regular and consistent basis.

Must pass a pre employment screening given by the City of Batesville Parks & Recreation Department.

**Language Skills:**

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to citizens and city employees. Must be able to read, write and speak the English language.

**Working Hours:**

The Batesville Community Center and Aquatics Park is looking for variable hours per week. Need to be available for work throughout the week and weekends.

**Compensation:**

Depending upon experience & qualifications.