



JOB DESCRIPTION & DUTIES

For the position of

OPEN WATER LIFEGUARD



The below specifications are intended to present a descriptive list of the base range of duties performed by the waterfront beach lifeguard. Specifications are not intended to reflect all duties performed within the job but shall represent a reasonable comprehensive list of expectations. Additional duties and expectations are required for waterfront beach lifeguards with ratings of Open Water Lifeguard 2, Senior Open Water Lifeguard, and Lifeguard management.

GENERAL SUMMARY

The Lake Barcroft waterfront beach lifeguard is a trained and certified open water lifeguard who works under the direct supervision of the Lake Barcroft Water Safety Supervisor and his/her deputy managers to safeguard all beach patrons from drowning and other accidents. The Lifeguards are responsible for constant patron surveillance of their assigned area and enforcement of recreational rules and regulations established by the Lake Barcroft Association. In addition, waterfront lifeguards must practice preventative lifeguarding, keep themselves physically fit and mentally aware, maintain and operate safety equipment, administer first-aid as required, and render aid necessary to rescue and resuscitate near drowning victims. The lifeguard also assists in the cleaning, security, and maintenance of LBA common properties on and adjacent to beach areas. The lifeguard is expected to work as part of a larger response team under the direction of the Water Safety Supervisor or his/her deputy. The lifeguard may work in concert with Fairfax County Police, Fire, and/or EMS personnel to facilitate an interagency response to mitigate emergencies or attend to the community wellbeing.

SALARY

\$ 13.50-\$17.60/hour, seasonal lifeguard, \$12 training wage pre-season
\$18-\$21/hour, seasonal management

WORKLOAD OPTIONS

- Full time (32-40 hrs/wk) 12-16 weeks desired
- Part time (16-30 hrs/wk) 12-16 weeks desired
- Weekends Only (12-16 hrs) primarily late June through early August. Other times at the discretion of the water safety supervisor.
- Substitute (8-30 hrs/pay) As needed. Must satisfy in-service requirements.

ESSENTIAL FUNCTIONS & RESPONSIBILITIES

1. Primary first responder to incidents, accidents, and emergencies on assigned Lake Barcroft beach during posted business hours- weather permitting.
2. Immediately and appropriately respond to and mitigate all illness, injuries, or other emergencies occurring on or around assigned duty post. This includes but is not limited to performing lifeguarding skills, first aid skills, CPR, emergency oxygen administration, or other essential skills within the scope and practice of the lifeguard's training.
3. Provide a reasonable standard of care necessary to stabilize injured or ill patrons prior to the arrival of advanced emergency medical services.
4. Rescue swimmers or boaters in immediate danger as capable.
5. Maintain constant surveillance through regular visual scanning of assigned area of responsibility.
6. Monitor patron activities, provide instructions, and prevent accidents.
7. Communicate pertinent information regarding beach use and other safety guidelines. Report information as directed by the water safety supervisor.

8. Caution patrons of unsafe practices and enforce recreational rules and regulations established by the Lake Barcroft Association.
9. Report in and out from the assigned duty post promptly at expected time.
10. Initial point of contact for concerned patrons. Relay or redirect information to a duty manager.
11. Communicate openly and regularly with the water safety supervisor, duty managers, and team members.
12. Follow opening or closing procedures as amended by the water safety supervisor and/or the LBA board of directors. (attachment)
13. Keep accurate and timely record of daily beach activities to include but not limited to water conditions, weather conditions, hazards, swim counts, and general announcements.
14. Attend and participate in all mandatory staff meetings and in-service training. Paid training is offered bi-weekly beginning in June. A minimum of 1 hour of participation must be maintained for each pay week of individual employment. Failure to do so will result in wage reductions equivalent to the missing time.

OTHER FUNCTIONS & EXPECTATIONS

- Work as a team player with other members of the aquatic staff, including other lifeguards, managers, and aquatic instructors. Recognize your role as an employee of the community association. Under direct supervision of the water safety supervisor co-operate with other community organizations such as the Lake Barcroft Watershed Improvement District, the LBA Maintenance and Improvement Committee, the Lake Barcroft Women's Club, Delfino Landscaping, and the LBA board of Directors.
- Maintain a professional appearance and demeanor, including abiding by uniform requirements.
- Daily Exercise. Maintain the fullest level of professional training and physical stamina.
- Be an ambassador to the community. Greet all visitors, residents, and non-residents, politely and positively.
- Always use family appropriate language.
- Restrict access to the lake, its beaches, and common properties to properly identified residents and their guests.
- Ensure reasonable cleanliness and aesthetic appearance of assigned common properties. Attend to trash receptacles as listed in opening/closing procedures.
- Inspect, clean, and maintain safety, communication, and utility equipment.
- Ensure the protection and security of wildlife while safeguarding patron wellbeing.
- Attend to duties and procedures in opening/closing guidelines (attachment) otherwise not addressed above.
- Other lake/beach related duties assigned by the water safety supervisor or lifeguard management.



QUALIFICATION GUIDELINES

The qualification guidelines herein are those that must be met by an employee prior to being assigned surveillance duties on any beach:

Pre-Employment Requirements

- 16 years of age or older.
- Continuous 500-meter open water swim within 10 minutes or less immediately followed by 2 minutes of treading water without the use of the hands.
- Swim submerged for 20 meters; recover 3 rings from 4-5 feet of water.
- 250-meter rescue board paddle in 3:15 or less
- 15-meter run- 30-meter swim-15-meter run in 1:45 or less
- Assessment of basic lifeguard and first aid knowledge and skills including but not limited to a submerged victim recovery, spinal management, and CPR.
- Possession of current pre-employment certifications.
- Delivery of all required paperwork to the LBA office.

Experience Requirements

At least one season of prior deep water lifeguard experience is helpful but not required for entry level employees. The following experience is required for each listed waterfront beach lifeguard rating:

- **Probationary Open Water Lifeguard:** None. Training provided.
- **Open Water Lifeguard 1:** 80 hours as a Probationary Open Water Lifeguard. 40 hours for employees with 200 or more hours of verifiable prior deep water lifeguard experience.
- **Open Water Lifeguard 2:** Must have worked a minimum cumulative total of 600 verifiable employment hours as a deep-water lifeguard with no fewer than 300 being compiled in the open water environment.
 - Demonstrate knowledge of Lake Barcroft
 - Successful completion of the Lake Barcroft Association Boating safety assessment
- **Senior Open Water Lifeguard:** Must have worked a minimum cumulative total of 200 hours as an Open Water Lifeguard II.
- **Open Water Lifeguard Management:** Must have worked a minimum cumulative total of 900 hours of employment compiled in no fewer than three seasons as a seasonal waterfront beach lifeguard.
 - Successful completion of 200 hours as an Open Water Lifeguard II or equivalent.

General Knowledge, Skills, and Abilities Required:

- Good technical problem-solving skills. Ability to make reasonable and rational decisions.
- Ability to react calmly and effectively in emergency situations. Works well under pressure.
- Excellent communication skills, both orally and written. Knowledge of multiple languages is helpful.
- Strong swimming skills (see pre-employment requirements).
- Knowledge of freshwater ecosystems is helpful.
- Ability to direct groups of people.
- Able to establish and follow a command structure.
- Good ethical integrity. Able to enforce rules and regulations fairly and consistently.
- Maintenance of physical endurance and agility necessary to perform job functions (see physical requirements).



Certification Requirements

- (Pre-Employment) American Red Cross or Equivalent Lifeguarding (deep water skills).
- (Pre-Employment) Basic Life Support CPR and AED training for professional rescuers. ARC or AHA preferred.
- (OJT) American Red Cross Waterfront Lifeguarding. On the job training provided.
- (OJT) American Red Cross First Aid for Public Safety Personnel. OJT provided.
- (OJT) American Red Cross Emergency Oxygen Administration. OJT provided.
- (OJT) American Red Cross Blood Borne Pathogens. OJT provided.
- (OJT) United States Lifesaving Association open water lifeguard standards. OJT provided.
- Advanced First Aid training such as Emergency Responder or Emergency Medical Technician is desired but not required. No Continuing Education can be provided for these certificates.
- All On the Job Training certifications can be renewed if the proficiency requirements have been met through Inservice training. The lifeguard is responsible for administrative costs.

PHYSICAL DEMANDS & WORKING CONDITIONS:

The physical demands herein 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 these essential job functions.

Productivity

Must perform work in an efficient, effective, and timely manner with minimal direction.

Physical Requirements

- Ability to lift a person off the bottom and out of the water (average weight 175 lbs).
- Ability to push, pull, or lift 20 pounds (frequently), 50 pounds (occasionally), and 150+ pounds (rarely).
- Perform all physical skills required for waterfront lifeguard, first aid, and CPR certifications and in-service training.
- Ability to stand or sit for long periods of time in varying outside air temperatures and climate conditions.
- Must be comfortable in sand and turbid lake water.
- Must have corrected vision (20/20) sufficient to distinguish objects at no less than 100 yards and distinguish color.
- Must have sufficient hearing to perform the duties of the job.
- While performing duties of this job, employee is occasionally required to climb or balance; jump, stoop, kneel, or crouch.
- Ability to safely climb to and quickly exit from heights up to 10 feet.
- Ability to walk, run, jump, or stand on uneven terrain.
- Ability to work from unstable watercraft.
- Must exercise daily and otherwise maintain peak physical endurance.



Work Environment

Lifeguards are required to work at a private freshwater lake and its five beaches where they are exposed to inclement weather conditions, often with insufficient protection from the sun. Hazards may be presented by naturally occurring and regularly changing conditions such as water temperature, debris, and uneven sand. Work in and around turbid fresh water.

Other Factors

Lifeguards may be required to work extended hours including evenings, weekends, and holidays. Lifeguards may be called upon for after-hours emergency resource management within the season of employment. Seasonal employees do not earn overtime in the Commonwealth of Virginia, but reasonable extra compensation will be considered when available.

