

**TOWN OF BERLIN
PARKS AND RECREATION DEPARTMENT
JOB DESCRIPTION – SUMMER**

POSITION: Water Safety Instructor (WSI)/Lifeguard

Supervisors: Assistant Director/ Head Guard
Aquatics Director
Superintendent of Recreation

POSITION OBJECTIVES AND PRIMARY RESPONSIBILITIES:

1. Instruct swimming lessons according to guidelines from the American Red Cross.
2. Expand the skill level of all participants.
3. Safeguards against accidents on the water and surrounding areas.
4. Enforcement of all rules regarding the facility.
5. Regulate activities, which may be injurious to others, or to public property.
6. Inspect, maintain, and clean pool areas as required.
7. Application of First Aid/CPR as necessary.
8. Rescues persons as necessary.
9. Presents a positive impression to the public.

DUTIES:

1. Teach swimming classes.
2. Record pertinent information for Red Cross certification purposes.
3. Development of positive rapport with parents and swimmers.
4. Ensure the safety of participants.
5. Up to date knowledge of the correct swimming mechanics.
6. Must be available to work mornings, Monday through Friday throughout the summer, for lessons.
7. Watches the water constantly for distressed swimmers and potentially dangerous situations.
8. Make full written reports of all accidents.
9. Prevent the misuse of all equipment and report immediately any faulty equipment to supervisor.
10. Continual improvement of swimming and lifesaving skills.
11. Deal effectively and maintain pleasant, positive relationship with the public.
12. While in the capacity of lifeguarding, follow all established responsibilities and duties for the position.
13. Other duties as assigned.

TRAINING AND EXPERIENCE:

1. Current American Red Cross Water Safety Instructor certificate (WSI)
2. Current American Red Cross Lifeguarding/First Aid/CPR/AED certification
3. 16 years of age or older
4. Must complete blood borne pathogens training*
5. Must complete Sexual Harassment training, as required by the Town*
6. Must complete Mandated Reporter training*

*Department will provide training if hired