

Position Description

Pool Lifeguard

October 2021

DETAILS

Team and Department	Recreation Business Services
Division	Community and Culture
Supervisor	Supervisor Aquatic Services
Direct Reports	NA
Grade	4
Delegation of Authority	NA
Budget Expenditure	No responsibility for managing expenditure
Procurement Expenditure Levels	\$0
City Plan Directions	5b. Facilitate a range of sporting and leisure activities.

PURPOSE

Provide an effective life-saving service at the Des Renford Leisure Centre through patrolling, surveillance, provision of first aid and responding to lifesaving emergencies. Assist in providing a clean, safe and inviting environment to patrons of the Centre.

KEY ACCOUNTABILITIES

1. Maintain a safe recreational environment by patrolling the assigned pools or pool areas, directing the public to ensure correct and safe usage in the Aquatic Centre, undertaking constant visible monitoring, making informed assessments of situations, providing lifeguard procedures and first aid, resuscitation and emergency life support as required.
2. Assist the Duty Manager in the day to day operation of the Centre and ensure adherence to all policies and procedures.
3. Assist in maintaining the plant room and associated equipment in good working order.
4. Conduct and record water treatment tests and maintain water quality within the Health Department Guidelines.
5. Operate pool equipment in accordance with operating procedures.
6. Report on pool incidents and take appropriate timely action to address and resolve matters.
7. Provide information and advice on programs, pools and safe pool practices to the public as required.
8. Implement WHS procedures in relation to all relevant areas of responsibility and maintain a clean and safe workplace.
9. Maintain and clean the pools and surrounding areas to established standards.
10. Contribute to improving work methods where related to work activities especially in regards to environmental, quality and WHS areas.

11. Other duties as required.

KNOWLEDGE, SKILLS AND ABILITIES

ESSENTIAL

1. An Advanced Resuscitation (CPR) certificate.
2. A Provide First Aid certificate.
3. Royal Life Saving Pool Lifeguard Certificate.
4. Good level of physical fitness and health.
5. Demonstrated ability and successful experience in working as part of a team.
6. Good interpersonal and communication skills and a commitment to provide good customer service.
7. Ability to work under limited supervision and to demonstrate initiative when required.
8. Ability to respond to changes in work instructions and learn new skills.
9. Working knowledge of WHS practices.
10. A NSW Working with Children Clearance, as per the Child Protection (Working with Children) Act 2012, obtained via the Office of the Children's Guardian.

DESIRABLE

1. Pool Operators Certificate.
2. Basic knowledge in water testing procedures and plant room maintenance.
3. Previous experience as a lifeguard in an aquatic facility or beach.

PHYSICAL REQUIREMENTS

1. Good level of physical fitness and health.

CORPORATE REQUIREMENTS

Position falls under the definition of child related employment	YES
WHS General Construction Induction (White) card	NO
Good driving record or possession of a driving licence required	YES
Specify licence type:	C CLASS
Position required to make a disclosure of pecuniary interest	NO
Criminal History Check	NO
Record keeping responsibilities	Choose an item.

Delegations

Decisions associated with this position are to be made in accordance with the Delegations of Authority.

Code of Conduct

All staff are required to adhere to the Code of Conduct.

Workplace Health and Safety

All staff are required to adhere to Councils Workplace Health and Safety Policy.

Equal Employment Opportunity

All staff are required to participate in and demonstrate behaviour that supports the EEO Policy and EEO Management plan.

Recordkeeping Responsibilities

Ensure accurate records are maintained in Council's corporate information system for all customer queries, customer complaints and documenting evidence of business transactions.