

**Manchester Recreation Division
Position Guide**

**TITLE: HEAD LIFE GUARD
(Pay varies with position assignment.)**

JOB SUMMARY

Under supervision of senior head guard, performs general lifeguard duties. In addition, responsible for the overall management of assigned aquatic facility.

ESSENTIAL JOB FUNCTIONS

- *Is considered a first responder for all medical emergency procedures and may be exposed to possible health risks. Including cleaning and supervision of cleaning aquatic facility*
- Prepares work and class schedule for facility staff
- Supervise aquatic facility staff
- Enforce all facility rules and regulations
- Maintains accountability of and is responsible for pool records and paperwork
- Ability to detect potential or actual emergency conditions and handle them safely and effectively
- Ability to foster good public relations with the local public
- Required to teach swimming lessons

JOB QUALIFICATIONS

- 21 years of age or older.
- Several years experience in aquatics programs
- Previous experience as a lifeguard
- American Red Cross Head Lifeguard Certification
- American Red Cross Water Safety Instructor
- American Red Cross LGT
- Ability to secure certification prior to employment in:
 - Mandatory: Standard First Aid, CPR for the Professional Rescuer, Blood Borne Pathogens
- Must work flexible hours.
- Attend mandatory training session in Emergency Water Safety and water testing

Applications are available in the Human Resources Department, 41 Center St., P.O. Box 191, Manchester, CT 06045-0191, at the Center Springs Main Office, 39 Lodge Drive, Manchester, CT 06040, as well as online at recreation.townofmanchester.org.

(The above description is illustrative. It is not intended as a guide for personnel actions and must not be taken as a complete itemizing of all facets of any job)