



## Village of Libertyville

<b>Job Title:</b>	Lifeguard/Swim Instructor	<b>Job Category:</b>	Aquatics
<b>Department/Group:</b>	Recreation	<b>Job Code/ Req#:</b>	LG/SI
<b>Location:</b>	Adler & Riverside Pool	<b>Position Type:</b>	Seasonal
<b>Applications Accepted By:</b>			
<b>DROP OFF OR EMAIL:</b> Drop off box: 870 Country Club Drive, Libertyville E-Mail: jludwig@libertyville.com Subject Line: Seasonal Employment-Aquatics		<b>MAIL:</b> Julie O'Toole Village of Libertyville 118 W. Cook Ave Libertyville, IL 60048	
<b>Job Description</b>			
<p><b>ROLE AND RESPONSIBILITIES</b></p> <p>The Seasonal Pool Lifeguard/Swim Lesson Instructor is responsible for performing a variety of duties to prepare the aquatic facility for the demands of the group present. The Seasonal Pool Lifeguard/Swim Lesson Instructor is responsible for performing the duties as outlined in this analysis. They work in groups of a minimum of two (2) to a maximum of twelve (12) lifeguards. They are a part-time employee working from ten (10) to thirty-eight (38) hours per week. Work shifts are variable with an average of five (5) hours a day. They may be as long as eleven (11) hours, but there are extended breaks within this period. This lifeguard and swim instructor job is a seasonal job from May through September.</p> <ul style="list-style-type: none"> <li>• Lifeguard/Visually scan assigned swim zones.</li> <li>• Perform daily checks of AED and Supplemental Oxygen System.</li> <li>• Take and document pool readings.</li> <li>• Clean pool deck, concession deck, locker rooms and flower beds.</li> <li>• Vacuum the pool.</li> <li>• Pull out or remove equipment carts.</li> <li>• Respond to aquatic emergencies.</li> <li>• Follow the guidelines related to COVID-19.</li> <li>• Enforce rules and regulations of the facility.</li> <li>• Provide respectful customer service to all patrons.</li> <li>• Attends appropriate meetings as assigned by the Recreation Supervisor.</li> <li>• Teach swim lessons in accordance with the Village of Libertyville's swim program.</li> <li>• Assist with special events at the aquatic center.</li> <li>• Perform all job tasks within the rules and guidelines of the Village of Libertyville's safety program.</li> </ul> <p><b>QUALIFICATIONS AND EDUCATION REQUIREMENTS</b></p> <p>The Seasonal Pool Lifeguard/Swim Lesson Instructor must be at least sixteen (16) years of age and has to be in the possession of the Jeff Ellis &amp; Associates Special Facilities Lifeguard Certification, which can be obtained by one of our certification programs. They must have or be able to successfully complete a CPR and First Aid Certification. They must be able to successfully complete the National Pool and Waterpark Lifeguarding Training Program, a water skills test and a written examination on lifeguard skills and safety. They must meet and maintain a minimum vision standard of 20/30 binocular either uncorrected or best corrected.</p>			
<b>Last Updated By:</b>	Julie Franklin	<b>Date:</b>	Dec 29, 2022

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