



# The Salvation Army

## KWM Division

### JOB DESCRIPTION

**TITLE:** Head Lifeguard

**LOCATION:** Three Trails Camp and Retreat Center

**JOB CODE:** 2

**CLASSIFICATION:** Exempt Summer Staff Seasonal

**DATE:** March 14, 2019

**REPORTS TO:** Maintenance Supervisor, Asst. Maintenance Supervisor & Camp Director

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**The Salvation Army Mission:**

The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.

**Job Objective:** Oversee all aspects of the pool operations.

**Essential Functions:**

This job description should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of the position. Other job related responsibilities and tasks may be assigned. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential job functions.

- Responsible for the safety and well being of the campers and staff while in the pool area.
- Responsible to check the water quality of the pool. Checks will need to be done a minimum of three times daily under the direction of the maintenance supervisor..
- Responsible for the cleanliness of the pool area and the areas immediately outside the pool complex.
- Be on time for scheduled waterfront activities.
- Assist with swimming lessons for campers at scheduled times. Assist with plans for water carnivals or other water activities.
- Keep track of the swimmers in the pool area.
- Do a periodic check on swimmers.
- If a swimmer is injured while in the pool area, he or she will be taken to the health care director by a counselor. An incident report is to be given to staff supervisor for review. The counselor may ask lifeguard for input.
- Oversee the lifeguard staff.
- See that lifeguard staff are on time and are performing their duties properly.
- Keep track of camper's deep water tests and bracelets.
- Order supplies for pool operations.
- Monitor pool supplies
- Be a positive influence on campers, leading by example.

- Be aware of and follow all Three Trails Camp policies and procedures.
- Be in attendance at all staff and camp meetings.
- Carry out assignments given for camp registration.
- Other duties as assigned

**Minimum Qualifications:**

Education: High School or GED Diploma preferred.

Experience: Experience with swimming or lifeguarding preferred.

Certifications/Licenses: Must have or obtain Lifeguard Certification including CPR, AED and First Aid through the American Red Cross or other approved agency.

Skills/Abilities: Ability to work independently, open/close the pool and work on a set schedule. Ability to work in extreme temperatures both hot and cold. Ability to swim.

**Supervisory Responsibility:** This position does have authority to assign and check work of other employees. This position may recommend employment status changes to a supervisor, but not make disciplinary decisions and will not formally evaluate performance of other employees. Supervise lifeguards, pool spotters and guests.

**Safe from Harm Level:** 3 Camp Training

**Blood borne Pathogen Level:** 3

**Physical Requirements:**

Speaking, hearing and vision ability, and excellent manual dexterity to be able to maintain a safe water environment and supervise a safe pool activity environment.

Lifting, pulling and pushing of materials up to 25 pound to maintain orderly and safe pool environment.

Requires swimming, bending, squatting and walking.

Standing up to 6-8 hours per day.

**Travel:** Not required

**Driving:** Driving not required, but preferred. Staff with a valid license from the state of residence will apply for approval through The Salvation Army Fleet Safety Program. If approved, the candidate might be asked to drive either a Salvation Army or personal vehicle on Salvation Army business.

**Working Conditions:** Work is performed in the camp aquatic center and does include weekdays and weekends based on the summer camp and divisional schedule.

**All employees recognize that The Salvation Army is a church and agree that they will do nothing as an employee of The Salvation Army to undermine its religious mission.**

*Your signature below indicates that you have read and understand the job description and agree to perform the duties as assigned.*

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**Employee Signature**

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**Date**