



Head Lifeguard- Recreation Center POSITION DESCRIPTION

TITLE: Head Lifeguard

UNIT: Sherman Lake YMCA FLSA

STATUS: Part-Time; Non-exempt

DEPARTMENT: Recreation Center

SUPERVISOR: Recreation Program Director

PAY RANGE: \$14-16/hour

POSITION SUMMARY:

Under the supervision of the Recreation Program Director and Membership Services Director, the Head Lifeguard will be responsible for the management of lifeguards, swim instructor staff, and swim lessons at Sherman Lake YMCA, including water safety lessons. The Head Lifeguard is responsible for maintaining the highest safety standards in every aspect of the recreation center aquatic programs and pool management. The ability to manage multiple tasks and work with all people is essential. Good interpersonal skills and a willingness to be a team player are important. The Head Lifeguard will carry out their responsibilities following established operating policies and procedures of the YMCA, ACA, and county, state, and federal agencies.

The responsibility of the Head Lifeguard is to create and coordinate all aspects of a high-quality aquatic atmosphere that truly serves our community and the Sherman Lake YMCA Outdoor Center.

OUR CULTURE:

Our mission at the Sherman Lake YMCA Outdoor Center is to put Honesty, Caring, Respect, and Responsibility into practice through programs that build a healthy spirit, mind, and body for all. We strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** We are open to all. We are a place where you can belong and become. **We are genuine:** We value you and embrace your individuality. **We are hopeful:** We believe in you and your potential to become a catalyst in the world. **We are nurturing:** We support you in your journey to develop your full potential. **We are determined:** Above all else, we are on a relentless quest to make our community stronger beginning with you.

Sherman Lake YMCA strives to be a place where acceptance and participation are the same for everyone regardless of age, race, gender identity, sexual orientation, religious affiliation, immigration status, ability, or national origin. We believe that everyone deserves to work in a safe and welcoming environment, and we will make every reasonable effort to meet the individual needs of all our staff. We are a continuing work in progress and look to review our practices and policies regularly to ensure we remain a place for all to belong.

QUALIFICATIONS:

- Current YMCA or Red Cross Lifeguard Certification.
- Current certification in Basic Life Support, Basic First Aid, and Emergency Oxygen Administration from ASHI or the American Red Cross.
- Preferred: Have or be willing to obtain CPR Instructor Certification.
- Preferred: Have or be willing to obtain a Lifeguard Instructor Certification.
- Preferred: Have or be willing to obtain the YMCA Swim Instructor Certification.

ESSENTIAL DUTIES & RESPONSIBILITIES:

These are the principal responsibilities of the Head Lifeguard and are not meant to be all-inclusive:

- Responsible for the safety of all recreation center aquatic participants.
- Supervise lifeguarding staff including on-boarding, role-modeling, certification management, and in-service training.
- Stay up to date on the latest trends in aquatic safety and programming.
- Plan and deliver monthly in-service training to aquatics staff.
- Inform all lifeguard staff of class, schedule, and policy changes.
- Schedule and ensure pool lifeguard shift coverage for members, retreat, and camping needs.
- Certify staff in CRP, first aid, and other safety or aquatic-related certifications.
- Ensure safety and incident reports are completed and turned in immediately after occurrence to both the Membership Services Director and the Business Manager.
- Maintain all reports and records of staff and participant attendance.
- Attend required abuse risk management training and adhere to policies related to high-risk activities and boundaries with consumers.
- Report suspicious/inappropriate behaviors and policy violations and follow mandated abuse reporting requirements.
- Work shifts as a swim instructor and lifeguard as needed.
- Facilitate special events and assist with birthday party programming.
- Work in collaboration with the Recreation Program Director, Membership Services Director, maintenance staff, and other employees to ensure a safe and healthy aquatics environment.

ABOUT SHERMAN LAKE YMCA OUTDOOR CENTER:

The Sherman Lake YMCA Outdoor Center offers camping, education, & retreat services, as well as an on-site fitness center. We are located on 365 acres of forested woodland and waterfront in Augusta, Michigan. Sherman Lake YMCA Outdoor Center, located in southwestern Michigan (Augusta), delivers life-changing experiences through the discovery of the great outdoors, skill development, and guidance on the importance of building healthy relationships.

*Please submit your resume and cover letter to Hadley Hill, Recreation Center Program Director at hadleyh@ymcasl.org by **February 29, 2024**.*