



# Town of New Milford

## Parks & Recreation Department

2 Pickett District Road, New Milford, CT 06776  
Telephone (860)-355-6050 – Fax (860)-355-6052

### **Job Description: Lifeguard**

**POSITION:** Lifeguard

**REPORTS TO:** Head Lifeguard, Director of Programs and Events, Director of Parks and Recreation

**LOCATION:** Lynn Deming Park

**SEASONAL:** Up to 35 Hours/Week

#### **MISSION:**

The mission of the New Milford Parks and Recreation Department is to provide quality leisure opportunities in a safe and healthy atmosphere and to enhance the quality of life of the community through the responsible management of parks, recreation activities and natural resources. To meet these ends, the Parks and Recreation Department attempts to provide safe and wholesome recreational services of both a passive and active nature. Our goal is to create a balance of activities, special events and programs for any and all segments of the population.

#### **GENERAL STATEMENT OF DUTIES:**

Monitor the safety of Lynn Deming Park visitors and prevent accidents by enforcing park regulations and swim area rules.

#### **ESSENTIAL FUNCTIONS:**

- Responds to incidents and accidents using American Red Cross Lifeguard Training procedures.
- Assist with upkeep and maintenance of Lynn Deming Park including the swim area, picnic area, boat docks, bathhouse, parking lot, and park entrance.
- Attend all mandatory weekly trainings and in-services.
- Maintain an orderly workstation, including but not limited to the guard shack, storage lockers, and lifeguard chairs.
- Sweep parking lot, benches, and handicap ramps, clean/rake debris from beach, rake leaves, paint equipment, picnic tables and bathrooms, remove graffiti, maintain swim lines, and restock supplies, and any other duties deemed appropriate by the Director of Programs and Events or Director of Parks & Recreation.
- Supervise docks and enforce 'no swim, no fish' regulations and 'no-bare feet' regulations.
- Simple computer and clerical skills to Enter/Record/Track data into database and/or file program information.
- Inventory supplies.
- Teach swim lessons at the discretion of the Parks & Recreation Director.
- Ability to educate the public at Lynn Deming Park in a manner that promotes adherence to the rules.

- Supervise equipment rentals and related finances in accordance with Parks and Recreation procedures.
- File incident reports as directed in a timely and concise manner.
- Represent the Town and Department in a professional and courteous manner.

**PHYSICAL REQUIREMENTS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to walk, stand, sit and talk or hear. The employee is occasionally required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl.
- The employee must frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include visual acuity near and far, color vision, and the ability to adjust focus.

**KNOWLEDGE, SKILLS AND ABILITIES:**

- Physical ability to perform lifeguarding skills as they are defined by the American Red Cross Lifeguard training program and be prepared to maintain these skills throughout the summer.
- Ability to work in a team format at a public swimming area.
- Diligent in maintaining the Department provided guard suit attire and footwear when appropriate, and Town issued first-aid pack.
- Render immediate rescue, first-aid and CPR in case of injury or breathing emergency.
- Give 100% attention to water safety issues while on duty.
- Walk the beach when not in the chair.
- Maintain expertise in accident prevention.
- Ability to work with Town Officials, employees and the public in a professional, effective and courteous manner both in person and over the phone.
- Must be able to work with a diverse population in such a manner as to encourage compliance.
- Ability to carry and lift items weighing up to 50 pounds.
- Ability to walk, sit or stand for long periods of time.
- Ability to work outdoors.

**QUALIFICATIONS:**

**Special Requirements**

- Must possess American Red Cross Lifeguard and Waterfront Skills Certification.
- Ability to pass a Center prepared water test.
- Must be willing to work mornings, mid-day, evenings, weekends, and holidays.

**Necessary Knowledge, Skills and Abilities**

- Working knowledge of lifesaving techniques including backboard rescue.

- Strong swimming and lifesaving abilities.
- Ability to communicate effectively with patrons, supervisors, and other employees.
- Ability to remain alert, attentive, and responsible.
- Ability to be a team player.

**Education and Experience**

- Must be 16 years of age or older.
- Must obtain American Red Cross Lifeguarding/First Aid/CPR/AED with Waterfront Skills certification by the Friday before Memorial Day weekend.
- Must be able to work from the Saturday of Memorial Day weekend through Labor Day unless otherwise agreed upon by the Director of Programs and Events or Director of Parks and Recreation.

(The above description lists only those job duties necessary for salary evaluation and does not include each and every job duty requirement.)

The Town of New Milford is an Equal Opportunity Employer.

\_\_\_\_\_  
Lifeguard

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Programs and Events

\_\_\_\_\_  
Date

**Working Conditions, Physical and Mental Requirements:** Occasionally may be exposed to inclement weather in carrying out duties. Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity, and must maintain such physical fitness as to be able to perform the duties of the class. A physical examination may be required.

**Frequency: Place an “X” in each box that is appropriate to your job.**

<b>NEVER (N)</b>	<b>OCCASIONALLY (O)</b>				<b>FREQUENTLY (F)</b>				<b>CONSTANTLY (C)</b>				
0 % of Shift	1-33% of Shift				34-66% of Shift				67-100% of Shift				
<b>Frequency:</b>	<b>N</b>	<b>O</b>	<b>F</b>	<b>C</b>	<b>Frequency:</b>	<b>N</b>	<b>O</b>	<b>F</b>	<b>C</b>	<b>N</b>	<b>O</b>	<b>F</b>	<b>C</b>
<b>Physical Demands:</b>					Depth Perception				X				
Standing				X	Color Distinction				X				
Walking				X	Peripheral Vision				X				
Sitting			X		Driving	X							
Lifting		X			<b>Physical Strength:</b>								
Carrying		X			Little Physical Effort (-10 lbs.)			X					
Pushing		X			Light Work (-20 lbs.)		X						
Pulling		X			Medium Work (20-50 lbs.)		X						
Climbing		X			Heavy Work (50-100 lbs.)		X						
Balancing		X			Very Heavy Work (100+ lbs.)	X							
Stooping		X			<b>Environmental Conditions:</b>								
Kneeling		X			Cold (50 degrees F or less)		X						
Crouching		X			Heat (90 degrees F or more)		X						
Crawling		X			Temperature Changes			X					
Reaching			X		Wetness			X					
Handling				X	Humidity		X						
Grasping			X		Extreme Noise or Vibration		X						
Twisting			X		Exposure to Chemicals		X						
Feeling			X		Exposure to Gases and Fumes		X						
Talking			X		Exposure to Unpleasant Odors		X						
Hearing				X	Exposure to bodily fluids		X						
Repetitive Motion				X	Exposure to dampness		X						
Hand/Eye/Foot Coordination				X	Confinement to a Small/Restricting Area		X						
Visual Acuity/Near				X	Mechanical Hazards		X						
Visual Acuity/Far				X	Physical danger		X						

The above statements are intended to describe the general nature and level of work being performed by the employee assigned to this position. They are not to be construed as an exhaustive list of all job responsibilities and duties performed by personnel so classified.

The Town of New Milford is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Town will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the Town when necessary.