



Muskingum Watershed Conservancy District Position Description and Requirements

Position Title:	Beach Guard Supervisor	Date:	December 19, 2016
Department:	Recreation	Classification:	Seasonal (S)
Reports to:	Park Mgr and/or Asst. Park Mgr	FLSA Status:	Non-exempt
Directly Supervises:	Beach Guard(s)		

Summary of Responsibilities

Under the direction of the Park Management, ensures the safety of MWCD guests by preventing and responding to emergencies at park beach locations. Enforces MWCD beach rules and provides assistance to beach guests as needed in the form of information, first aid, and CPR. Directs the day-to-day activities of assigned Beach Guards and creates the schedule for the same. Provides on the job training for beach guards and communicates employee and customer issues to park management.

Practices standard MWCD safety procedures in performing job duties and assists other MWCD personnel as required.

Provides excellent customer service when interacting with MWCD guests.

Reasonable Accommodations Statement

To accomplish this job successfully, an individual must be able to perform, with or without reasonable accommodation, each essential function satisfactorily. Reasonable accommodations may be made to help enable qualified individuals with disabilities to perform the essential functions.

Essential Functions *include the following. Other duties may be assigned.*

Maintains constant surveillance of guests on the beach and in the water. Acts immediately and appropriately to secure safety of guests in the event of an emergency, including water rescue.

Provides emergency care and treatment as appropriate and within their level of training until the arrival of emergency medical services.

Adheres to MWCD appearance and apparel policies. Maintains professional demeanor at all times.

Performs various maintenance duties as directed to maintain a clean and safe facility, including cleaning of beach restrooms. Performs general grounds keeping duties in the beach area and patrols the beach area for litter.

Prepares and maintains accurate First-Aid Log and Saves Log.

Notifies appropriate manager of any safety concerns realized while performing job duties.

Notifies appropriate manager of any employee issues among beach guard staff.

Skills and Abilities

Education:	Less than high school education; or up to one month related experience or training; equivalent combination of education and experience.
Experience:	Customer service experience and previous supervisory experience is preferred.
Computer Skills:	Basic computer skills required

Certifications & Licenses: A current American Red Cross Lifeguard Certificate, YMCA Lifesaving Certificate, or nationally recognized open water training certificate is required. Driver's license valid in the state of Ohio.

Abilities: Ability to react calmly in emergency situations. Ability to prepare and maintain administrative paperwork.

Physical Demands

While performing the duties of this job, the employee is regularly required to sit, stand, walk, use hands to finger, handle or feel, reach with hands and arms; climb or balance, stoop, kneel, crouch or crawl and taste or smell. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Work Environment

While performing the duties of this job, the employee is frequently exposed to outside weather conditions. The noise level in the work environment is usually moderate.

Other Requirements, Expectations, or Unusual Conditions

Will be expected to perform general lifesaving techniques when required and competency tests during routine in-service training. Must be 16 years of age or older. Good public communication skills are required. This position requires weekend, evening and holiday work.

MWCD has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the company reserves the right to change this job description and/or assign tasks for the employee to perform, as the company may deem appropriate.

By signing here, I acknowledge that I have read and understand the position description and requirements for this position.

Signed _____

Date _____