



Finance Department

**City of Gatlinburg
Full Time Position
Recreation Aide/Lifeguard**

JOB TITLE

Recreation Aide/Lifeguard

GRADE

4

DEPARTMENT

Recreation

JOB PURPOSE:

Performs intermediate human support work assisting with recreation and bowling activities and supervising the safe use of the swimming pool; does related work as required. Work is performed under the regular supervision of the Recreation Center Manager.

ESSENTIAL FUNCTIONS:

Greeting and assisting visitors; operating bowling facility; ensuring safety of swimmers; maintaining swimming pool and facilities.

QUALIFICATIONS:

Graduation from an accredited high school (or GED program) supplemented with additional experience in recreation and lifeguard.

Please read the attached job description for additional information

SPECIAL REQUIREMENTS:

Possession of a TN driver's license and the possession of Lifeguard, First-Aid and CPR certifications.

Hours vary and will include evening and weekend work.

The current starting pay for a Recreation Aide/Lifeguard is \$23,809.

A post-offer drug screen, background and physical is required for all positions.

Applications accepted until position is filled.

Applications are available at City Hall, 1230 East Parkway, Gatlinburg or online at www.gatlinburgtn.gov. No phone calls please.

It is the policy of the City of Gatlinburg not to discriminate on the basis of race, color, national origin, age, sex, or disability pursuant to Title VI of the Civil Rights Act of 1964, Public Law 93-112 and 101-336 in its hiring, employment practices and programs.

Recreation Aide / Lifeguard

Nature of Work

This is recreational work assisting with swimming, bowling and other recreational activities located at a municipal recreation center. Activities associated with the job include greeting and assisting visitors, assisting with the bowling facility operations, supervising children and adults in the swimming pool area and providing general information about recreation programs and facilities. Additional activities include distributing and collecting bowling and game room equipment, cleaning the pool and related facilities, monitoring pool chemicals and providing emergency life saving services to swimmers when necessary. Job responsibilities require experience working in a recreational facility, knowledge of water safety rules and life saving practices and techniques, sufficient strength and agility to perform the physically demanding aspects of the job, general knowledge of the cleaning and maintenance requirements of large public pools and good organizational, interpersonal and decision making skills. Job performance is evaluated by the Recreation Center Manager through review of adherence to recreation facility rules and regulations, level of support provided for recreational activities, dependability in performing job assignments and organizational, interpersonal and decision making skills.

Illustrative Examples of Work

- Greet and assist visitors and patrons participating in recreation center events and activities.
- Assist with bowling facility operations, issue shoes and other equipment and assist with cleaning and light maintenance duties.
- Enroll program participants, receive, record and account for fees and other charges.
- Distribute, monitor and collect bowling and game room equipment.
- Monitor the use of the weight room and clean and organize as necessary.
- Rent lockers and collect and return required deposits.
- Observe the actions of swimmers, maintain discipline and enforce water safety and pool rules.
- Provide emergency life saving services to swimmers in need.
- Clean the pool and related facilities on a regular schedule and test pool chemicals.
- Assist with opening and closing the swimming facility.
- Ensure that the pool and pool decks are clean and brush and vacuum the pool when necessary.
- Notify the appropriate personnel in the event of emergency situations, discipline problems, malfunctioning equipment, etc.
- Explain the rules and regulations required to use the facility and/or participate in programs and activities.
- Provide swimming lessons, CPR and First Aid training.
- Perform related duties as required.

Necessary Requirements of Work

Graduation from an accredited high school supplemented with additional training and experience in supervising recreation activities; knowledge of recreational facilities and swimming pool operations; knowledge of water safety rules and life saving and first aid practices and techniques; general knowledge of cleaning and maintenance requirements for large municipal pools; sufficient strength and agility to perform the physically demanding aspects of the job; good interpersonal, organizational and decision making skills; or any equivalent combination of education and experience to provide the following knowledge, abilities and skills:

- Considerable knowledge of water safety rules, life saving and first aid practices and techniques.
- Considerable knowledge of the maintenance and cleaning requirements of large municipal swimming pools including chemical testing and application procedures.
- Knowledge of recreational facilities operating rules and regulations.
- Knowledge of the fees and other related charges for participating in recreational activities and events.
- Knowledge of bowling facility operations, equipment and maintenance activities.
- Ability to effectively monitor and observe the activities of individuals participating in recreational activities, swimming programs and classes, etc.
- Ability to interact with participants in a professional and courteous manner.
- Ability to consistently adhere to all established policies and procedures and perform job assignments in a timely and dependable manner.
- Ability to enforce rules in a diplomatic and impartial manner.
- Skill in swimming, water rescue techniques and administering CPR and first aid.

Physical Requirements

This is medium work requiring exerting up to 50 pounds of force occasionally and up to 20 pounds of force frequently; position requires considerable physical activity including walking, lifting, reaching, stooping, pulling, pushing, grasping, balancing, climbing, kneeling, standing and crouching; worker is subject to inside and outside activities with no effective protection from weather changes; visual acuity is required to monitor pool activities and conduct of swimmers; worker is subject to atmospheric conditions, job hazards and noise; work requires hearing sufficient to accurately perceive information at a normal spoken word level and vocal communications for expressing and exchanging ideas and commands by means of the spoken word.

Necessary Special Requirements

- Possession of Lifeguard, First Aid and CPR certifications.

Gatlinburg Tennessee
FLSA – Non – Exempt
06/30/2006