

ASSISTANT PARK AND RECREATION DIRECTOR/LIFEGUARD

DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for assisting in the operation of a recreation program and serving as a lifeguard as required. Work is performed under general supervision. Supervision may be exercised over lifeguard, groundskeeper and other employees of the recreation area.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Assists in operation of a park and swimming area;

Plans and conducts recreational activities;

Assists in developing and conducting public relations activities;

Assists in supervision of subordinate personnel;

Assists in preparation of financial reports, program reports, and other record keeping;

Establishes swimming areas and boundaries;

Assists in the enforcement of rules and regulations;

Stands watch or patrol bathing beach keeping bathers within bounds and going to their aid when they are in difficulty;

Applies resuscitation techniques and otherwise renders first aid as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARAC-

TERISTICS: Good knowledge of first aid, life saving, and rescue work as applied to accidents in the water. Working knowledge of theory and practices governing the administration of a comprehensive public recreation program; ability to promote, plan, organize and carry out all related activities; ability to plan and supervise the work of others; knowledge of state and local laws and regulations;

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ability to get along well with others; and reliability.

MINIMUM QUALIFICATIONS:**1) For Town or Village positions:**

Completion of two (2) years of standard high school and possession of a Red Cross or Y.M.C.A. Senior Life-saving certificate.

2) For County positions:

Candidates must have 2 seasons of lifeguarding experience and must be at least 18 years of age at time of appointment **and** must

- (1) Possess a valid appropriate class driver's license;
- (2) Possess and maintain a current Standard American Red Cross or equivalent Lifeguarding, Waterfront Skills/First Aid/CPR/AED certifications.