



JG Assistant Coordinator/Lifeguard (Seasonal/Part-Time)

Salary Range: \$18.59 – \$21.53

Test Dates: March 13th & 27th, 2021

Training Dates: May 1st & 2nd, June 7th to 12th, 2021

DUTIES

Under the supervision of the Recreation Supervisor and the JG Coordinator, the Capitola Junior Lifeguard Assistant Coordinator/Lifeguard assist in supervision and planning of daily activities and operation of the Junior Lifeguard Staff and program.

The Assistant Coordinator/Lifeguard duties may include:

- In collaboration with Central Fire Protection District, provide leadership during training for Junior Lifeguard Instructor/Beach Lifeguard Staff
- Assists with program equipment and supplies and communicates any ordering needs for the program.
- Work with instructors to plan, organize and implement activities; coordinating daily use of the beach; developing a weekly calendar; handling issues as they arise; completing all required paperwork.
- Informs JG staff of safety hazards and ocean conditions and is proactive in preventing rescue situations.
- Assist Tower Lifeguards, if necessary, in search and operations.
- Promotes workplace employee safety by adhering to established safety protocols and policies.
- Identifies and corrects problems whenever possible and acts through the chain of command if unable to remedy.
- Assumes supervision of the program in the JG Coordinator's absence.

The JG Assistant Coordinator/Lifeguard will work closely with the Central Fire Protection District, Recreation Department administration, Santa Cruz Marine Safety Division, and all allied public safety agencies. The JG Assistant Coordinator/Lifeguard must interact in a professional and courteous manner with the public and other emergency service employees.

REQUIRED QUALIFICATIONS

- USLA Open Water Lifeguard Certificate or written verification from last USLA employer.

- 18 years of age
- Must provide a copy of valid CPR Certification (Pro or healthcare provider).
- Physical ability and stamina to perform the duties of an open water lifeguard
- The ability to meet and maintain a 500m ocean swim time of under 10 minutes
- Vision 20-30 corrected.
- Training or experience in working with children
- Criminal history and fingerprint check.
- Applicants must have at least one season as an instructor in a Junior Lifeguard program.
- Successful completion of required lifeguard training program after initial hiring process is completed. Successful completion and maintenance of required medical training certificates.
- Meet or exceed the minimum requirements for a USLA open water lifeguard.
- Proof of negative tuberculosis test or clear chest X-ray must be presented within 14 days of hire - No exceptions.

ABILITIES

- Ability to effectively supervise the activities of the Junior Lifeguard Instructor/Beach Lifeguard Staff.
- Ability to effectively coach subordinate personnel.
- Willingness to maintain discipline, confront problems and take appropriate action with staff or participants.
- Ability to pursue an effective and prudent course of action in emergency situation.
- Willingness to work weekends and varying irregular shifts.
- Swim in adverse weather conditions for extended periods of time.
- Interact in a professional and courteous manner with the public, JG Parents and other emergency service employees.

DESIRABLE QUALIFICATIONS

- Work experience of 1,000 hours at a lifeguard agency which meets the standards of the USLA
- EMT certification
- First Aid for Public Safety Personnel (Title 22) Certification.
- A safe driving record as determined by the City's Personnel Department
- Red Cross Lifeguard Training, Water Safety Instructor or other aquatics training
- Experience in supervising staff and providing feedback

SCHEDULE

The JG Assistant Coordinator/Lifeguard is a Part-Time/Seasonal position from March-September, not to exceed 960 hours in a calendar year. Candidates for JG Assistant

Coordinator/Lifeguard must be available for full-time employment (40 hours per week) from June through August.

SELECTION PROCESS

Applicants are required to submit a City application in addition to resume and any relevant documents. Applicants with corrective lens restrictions must provide a physician's note, dated within 30 days, to verify current vision. Those candidates who most closely meet the requirements of the position will be invited for a swim test and oral interview. Successful candidates must attend mandatory training scheduled in June.

TEST

Candidates must complete 200 meter run - 500 meter swim in the ocean in 10 minutes. Wetsuits are permitted, no swim fins.