

**TOWN OF BERLIN  
PARKS AND RECREATION DEPARTMENT  
JOB DESCRIPTION – SUMMER**

**POSITION:**            **Water Safety Instructor (WSI)/Lifeguard**  
   Supervisors: Assistant Director/ Head Guard  
   Aquatics Director  
   Superintendent of Recreation

**POSITION OBJECTIVES AND PRIMARY RESPONSIBILITIES:**

1. Instruct swimming lessons according to guidelines from the American Red Cross.
2. Expand the skill level of all participants.
3. Maintain the safety of all participants.
4. Enforcement of all rules regarding the facility.
5. Regulate activities, which may be injurious to others, or to public property.
6. Inspect, maintain, and clean pool areas as required.
7. Application of First Aid/CPR as necessary.
8. Rescues persons as necessary.
9. Presents a positive impression to the public.

**DUTIES:**

1. Teach swimming classes.
2. Record pertinent information for Red Cross certification purposes.
3. Development of positive rapport with parents and swimmers.
4. Ensure the safety of participants.
5. Up to date knowledge of the correct swimming mechanics.
6. Must be available to work mornings and some evenings (at Demore, Dinda, Bittner Jr. Memorial Pool), Monday through Friday throughout the summer, for lessons.
7. Watches the water constantly for distressed swimmers and potentially dangerous situations.
8. Make full written reports of all accidents.
9. Prevent the misuse of all equipment and report immediately any faulty equipment to supervisor.
10. Continual improvement of swimming and lifesaving skills.
11. Deal effectively and maintain pleasant, positive relationship with the public.
12. Other duties as assigned.

**TRAINING AND EXPERIENCE:**

1. Current American Red Cross Water Safety Instructor certificate (WSI)
2. Current American Red Cross Lifeguarding/First Aid/CPR/AED certification
3. 16 years of age or older
4. Must possess or obtain blood borne pathogens training certificate. Department will provide training if hired