

CAMPUSREC

Lifeguard

5-20 Hours/Week • \$17.48/Hour

Start Date: ongoing

We accept Federal Work Study Applicants, but not required

Campus Rec provides an inclusive environment where recreation and wellness opportunities inspire, empower and educate people to be positive contributors to the global community. We strive to create a healthy, happy and engaged Portland State community.

A part-time position with Campus Recreation, lifeguards report to the Aquatics & Safety Coordinator. A lifeguard is responsible for the safety of all members in the pool area and members visiting Campus Recreation.

Supervisor for this Position: Leslee Peterson, lesleep@pdx.edu

Duties and Responsibilities

- Perform all required shift duties, chores, and opening and closing duties with accuracy and efficiency
- Perform pH, chlorine, alkalinity, and calcium hardness tests for the pool and spa using provided test kit and instructions
- Ensure the safety of all persons using the pool
- Use lifeguard training to identify and prevent hazards
- During guarding, scan entire aquatics facility continuously and properly
- Be able to respond to a drowning victim
- Respond to Campus Rec building wide life-threatening emergencies during a CODE RED and perform first-aid, CPR, AED as needed
- Consistently enforce all pool policies, rules, and regulations
- Assist patrons with problems, questions, and concerns
- Be knowledgeable about all CREC programs and be able to answer questions and direct patrons to correct locations
- Report any unsafe conditions requiring maintenance or attention to Aquatics & Safety Coordinator
- Maintain pool deck, storage, and office areas
- Attend all staff meetings and in-service training sessions
- Collaboratively complete accident report forms and other incident documentation
- Perform other duties as assigned

CAMPUSREC

Expectations

- Commitment to [Campus Rec's Mission and Values](#) and [Commitment to Equity](#)
- Function and communicate effectively and respectfully within the context of varying beliefs, behaviors, orientations, identities, body sizes, abilities, and cultural backgrounds
- Maintain and renew all certifications required of the position, including completing CECs, field hours, renewal courses, and/or other requirements of certification renewal.
 - Failure to maintain current emergency response certifications required of your position (LG, CPR, BBP) will result in immediate removal from the schedule, or potential termination, until the certification is renewed.
- Attend annual ALL STAFF training, including mandatory monthly paid lifeguard in-service trainings 1 predetermined day EVERY month
- Ability to work without direct supervision
- No cell phone, laptop, or tablet usage while on duty
- Ability to work with diverse populations
- Provide a safe environment for all patrons
- Be able to work 5:00am opening shifts, 10:30pm closing shifts, and weekends
- Ability to deal with difficult situations well
- Maintain professional during all shifts

Working Conditions

- Typical Working Hours: Shifts fall between the hours of 5:00am-10:00pm Monday - Sunday.
- Location of Work: Pool environment, 82 degrees, 70% humidity year round
- Type of Work: Position requires mostly sitting or standing while holding a guard tube. Some lifting may be required. Entering the water to do a rescue may occur on any shift
- Attire: Campus Rec staff shirt and shorts, swimsuit, nametag, whistle, hip pack
- Periodic audits/testing/refining lifeguarding skills

Minimum Qualifications

- Be in good academic standing: Minimum enrollment of 6 PSU credits for undergraduates, 5 PSU credits for graduates and minimum 2.0 grade point average undergrad and 3.0 graduate
- Current American Red Cross (ARC) First Aid/CPR/AED certification is required within 30 days of hire for any employee who works within the Rec Center gated entrance and/or supervises activity areas or excursions. These certifications can be provided at no cost to you through Campus Rec.
- Current ARC Bloodborne Pathogen certification is required within 30 days of hire. This certification can be provided at no cost to you through Campus Rec.

CAMPUSREC

- Current ARC Lifeguard Certification, OR willingness to enroll in ARC Lifeguard Certification course is required to apply. Applicants must successfully obtain a current certification to be eligible for hire.
- Positive attitude
- Ability to respond to emergency situations
- Good communication skills
- Ability to work with people
- Functions and communicates effectively and respectfully within the context of varying beliefs, behaviors, orientations, identities and cultural backgrounds
- **Must successfully complete a background check**

Preferred Qualifications

- Experience working with diverse populations
- Strong interpersonal and communication skills
- Demonstrated positive customer service
- Demonstrated leadership qualities

Application Instructions

1. Complete our Campus Rec [Job Application](#), a **resume**, and a **one-page cover letter** describing your interest in the position and any related experience.
 - Visit the University Career Center's [Writing a Cover Letter webpage](#) for tips on how to write your cover letter
 - Visit the University Career Center's [Writing a Resume webpage](#) for tips on how to create a resume.
2. Email **application, resume, and cover letter** (and any supplemental materials) as **PDFs** to the [Campus Rec Jobs email](#) at crecjobs@pdx.edu, and the Aquatics email at aquatics@pdx.edu, with the subject line stating "Lifeguard, Last Name."
3. You will receive a confirmation email that we have received your application within one week.

If you need accommodations in filling out this application, please contact the Campus Rec Administrative Program Assistant by phone at 503-725-2946 or [email Chiki Kwong](mailto:ckwong@pdx.edu) at ckwong@pdx.edu.

Performance reviews and evaluations are given 6 months for student employees and annually thereafter. The process includes both a 30-minute review and written evaluation. Reviews are used as a professional development tool, to determine raises, to provide information for references, and can help determine corrective action regarding performance. Performance evaluations are one of the processes of supervision, and are

CAMPUSREC

not intended to replace feedback received during ongoing conversations or the disciplinary process.

Portland State University is an Affirmative Action, Equal Opportunity Institution and welcomes applications from diverse candidates and candidates who support diversity.

Deadline for Submission: Continuous