

**City of Marshfield  
Parks & Recreation Department**

**Lifeguard  
Job Description**

**SPECIFIC JOB RESPONSIBILITIES**

1. Report to work in uniform 15 minutes before the scheduled time in order to be in the designated position (chair or shallow length), checks all rescue equipment and has it in place before the pool is scheduled to open.
2. Enforces all pool rules in order to maintain discipline and prevent injuries.
3. Refers all minor injuries to the manager and then initials the injury report after the parents have been notified by the manager.
4. Good posture and alertness are expected at all times.
5. Allowed in the water during open swim ONLY for rescues or cooling off on very warm days.
6. No talking is allowed while on duty unless pool related (refer questions to the manager on duty).
7. All lifeguards must swim 500 yards (20 lengths of the sr. high pool, 11 lengths of hefko pool) twice a week, in order to maintain the fitness level required for this job.
8. NEVER leave the guard chair until all patrons are in the bathhouses.
9. Stands and sounds 3 quick blasts before making a rescue.
10. In an emergency, sounds 1 long continuous blast on the whistle and then follows with the emergency procedure.
11. A whistle and fanny pack (mask & gloves) will be worn at all times while on duty.
12. At the end of each shift walk around the pool to check the pool bottom and pick up any objects off the deck or in the water.
13. When guarding the diving well, do not turn body to check the wall behind the stand: keep your body situated forward.
14. In the case of a rescue (not an emergency) while guarding in the diving well: Stands 1,2, or walking guard, tell patrons not to go off the boards until the situation is remedied.
15. Perform other related work as assigned or required.
16. You are responsible for finding a substitute when you are unable to work. After finding a substitute, you must put your request into the substitution log book and check back to make sure the request has been approved.