



PECHANGA BAND OF INDIANS

Pechanga Indian Reservation

Post Office Box 1477 • Temecula, CA 92593
Telephone (951) 770-6000 Fax (951) 695-1778

JOB DESCRIPTION

POSITION: Lifeguard I
STATUS: Non-Exempt
CLASSIFICATION: Seasonal Part-Time
DEPARTMENT: Pechanga Recreation Center
SUPERVISOR: Director, Pechanga Recreation Center
POSITION CATEGORY: A
RATE OF PAY: DOE

Tribal Chairman:
Mark Macarro

Council Members:
Raymond J. Basquez Jr.
Louise Burke
Catalina R. Chacon
Marc Luker
Joseph Murphy
Michael A. Vasquez

Tribal Secretary:
Nichole Vasquez-Sutter

Tribal Treasurer:
Amy Minniear

SUMMARY:

The Lifeguard I will join the team of service oriented professionals in the state of the art Pechanga Recreation Center, which delivers a wide variety of activities to the Pechanga Community. The Lifeguard I is responsible for guarding their area of responsibility; responding to any level of incident and emergency around the Aquatics facility; enforcing safety rules fairly and politely; providing excellent customer service to the Membership; being responsive to Member and guest requests; ensuring member safety; being patient and enthusiastic while teaching and holding productive lessons.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Interact and provide a fun, safe, clean environment and experience to our Members in the Aquatics Center.
- Abide by and enforce policies and procedures of the Pechanga Recreation Center to ensure a safe operation of the pool and all aquatic activities.
- Act as Leader on duty in the absence of the Aquatics Coordinator, duties include guiding and/or directing seasonal staff.
- Provide general information on pool operations to the Membership. Caution swimmers regarding unsafe practices and safety hazards, and enforce pool rules.
- Maintain constant surveillance and monitor activities in swimming areas to prevent accidents and provide assistance to swimmers.
- Respond to all illness and injury incidents around the entire Aquatics facility immediately and appropriately. This includes, but not limited to performing Lifeguarding skills, First Aid, CPR, and other until arrival of emergency medical services.
- Use and store equipment appropriately, assist with pool set up and general cleaning of equipment.
- Maintain a clean, safe and orderly pool, deck, Aquatics office, and locker rooms. Inspect facilities regularly and report any unsafe conditions/equipment to Aquatics Coordinator or Recreation Center Director immediately.
- Assist with Aquatic center special events preparations, set up and break down.
- Must adhere to all policies and procedures of the Pechanga Tribal Government.

Hiring Preference: The Pechanga Tribal Government is an equal opportunity employer. Consistent with federal law, the Pechanga Band of Indians applies Indian preference in employment. It is the policy of the Pechanga Tribal Government to give preference in hiring, promotions, and transfers into vacant positions to qualified applicants in the following order: 1) Pechanga Tribal Members; 2) Pechanga Tribal Member Spouses; 3) non-member American Indians. **At-Will Employment:** Employment with the Pechanga Tribal Government is at-will and can be terminated with or without cause, and with or without notice, at any time, either at the option of the employee or the Pechanga Tribal Government. **Drug Testing:** The Pechanga Tribal Government is a drug-free workplace. All employees are subject to drug testing. **Background Investigation:** All candidates and employees may be subject to a background investigation.

The list of duties and responsibilities above is not an exhaustive list. In addition to the duties and responsibilities listed above, the employee will be required to perform other job-related duties, as assigned, that are consistent with the employee's job position and qualifications.

QUALIFICATIONS, EDUCATION AND EXPERIENCE:

- High School diploma or GED preferred.
- American Red Cross certification required
- Current certifications in Lifeguard Training and CPR for the Professional Rescuer required.
- Water Safety Instructor (WSI) preferred.
- 2-3 years previous Lifeguarding experience preferred OR
- Completion of Pechanga Junior Lifeguarding program
- Ability to perform all American Red Cross Lifeguarding skills and CPR/AED.
- Ability to react calmly and effectively in emergency situations.
- Must be an effective decision-maker.
- Must be able to successfully perform the lifeguard skills checklist at all times during employment.
- This position is subject to the Pechanga Tribal Government's Drug-Free Workplace Policy. This includes: pre-employment testing, post accident or injury, and random testing.
- Must successfully pass a pre-employment background investigation.
- Successfully complete required Performance Testing.

Performance testing: After the oral examination, all applicants must pass the performance test to be considered eligible for the position of Lifeguard I. Should anyone testing, fail any part of the performance test, one re-test will be permitted on the same test date. Testing will be administered to all qualified applicants and shall include the following factors: Swimming approximately 500 yards using front crawl or breaststroke only; must tread water for 2 minutes using legs only, performing a surface dive to locate and recover a 10lb object at a depth of up to 7 feet, keeping 2 hands on the weight bringing onto to the pool deck and coming out of the pool with no assistance.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of MS Word, Excel, Outlook and Publisher.
- Excellent communication skills, both verbal and written.
- Ability and flexibility to work days, evenings, weekends and holidays as needed. Some split-shifts may be required.
- Ability to work independently and with minimum direction.
- Work together as a team with other Aquatics staff and Recreation Center department staff.
- Outgoing personality, excellent customer service skills and ability to motivate others.
- Maintain a professional appearance and demeanor, including meeting uniform/dress code requirements.

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PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The Pechanga Tribal Government may, upon request and in its sole discretion, grant an accommodation it deems reasonable and necessary to enable an employee with a disability to perform the essential functions of the job.

While performing the duties of this job, the employee is frequently required to walk, stand, sit, and talk or hear. The employee is occasionally required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is often required to climb or balance; stoop, kneel, crouch or crawl, swim and tread water.

The employee must occasionally lift and/or move up to 75 pounds; must have the ability to lift a person off the bottom and out of the water (average weight 150 lbs.); and must be able to perform all skills required for Lifeguard, First Aid, and CPR certifications. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The Pechanga Tribal Government may, upon request and in its sole discretion, grant an accommodation it deems reasonable and necessary to enable an employee with a disability to perform the essential functions of the job.

While performing the duties of this job, the employee occasionally works near moving mechanical parts; outdoor weather conditions with little to no temperature control; is routinely exposed to the sun; may be exposed to extreme heat, cold, wind and rain; works on uneven and/or slippery surfaces; and is periodically exposed to fumes, toxic or caustic chemicals and hazardous conditions. The noise level in the work environment is usually moderately noisy during events and classes.

Employee's acknowledgement: I acknowledge by my signature below, that the duties listed on this job description represent those tasks falling within my immediate responsibility. I understand that the Pechanga Tribal Council has the right to change this job description at any time with or without prior notice. I further understand and agree that my employment relationship with the Pechanga Tribal Government is a consensual commercial relationship taking place on tribal land within the Pechanga Indian Reservation and, as such, is subject to the jurisdiction and sovereign laws of the Pechanga Band of Indians.

Signature of Employee Date Print name of employee

Signature of Employee's Manager Date Print name of employee's manager

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