

## Sam Houston State University Human Resources

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### Staff Classification Description – Head Lifeguard

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**Skill Category:** Service/Maintenance  
**Position (Employee) Class:** 7N144 (NB)  
**Grade:** 4  
**Date:** 6/2014

**Department:** Recreational Sports

**Educational & Experience Requirement:** High School graduate or G.E.D. equivalent. Six months related experience. Current Lifeguard, Cardiopulmonary Resuscitation (CPR), and Automated External Defibrillator (AED) certification. Current American Red Cross (ARC) Lifeguard Instructor certification. Current American Red Cross (ARC) Waterfront certification. A combination of education, experience, and training that would produce the required knowledge and abilities could be considered.

**Nature & Purpose of Position:** Monitors and oversees aquatic activities for Recreational Sports at the University and Bearkat Camps.

**Supervision Given & Received:** Works under general supervision will supervise lifeguards.

**Primary Responsibilities:** Oversees daily aquatics facility activities, facility staff, and lifeguards. Oversees the safety and welfare of the patrons and staff in all Recreational Sports aquatic areas. Monitors daily adjustments and readings of pool chemicals. Instructs Aquatics and Safety classes. Assists with orientation programs, training and in-services for aquatic staff and lifeguards. Completes and submits department injury and incident reports. Oversees and reports any maintenance issues to appropriate personnel. Performs other related duties as assigned.

**Other Specifications:** Must have flexible schedule and ability to work weeknights and weekends when needed. Must participate in regularly scheduled lead staff meetings. Works closely with University faculty and staff, including all Recreational Sports Professional Staff to ensure maximum efficiency and quality programming. Must possess leadership skills and be able to display professionalism when dealing with customers. Position requires computer knowledge with programs such as Word and Excel. Alertness and careful attention is required in the performance of duties to prevent injury to self and others. Position requires driving and operating a university vehicle; therefore, a valid Texas driver license and driving record acceptable to the university's insurance carrier is required.

**This is a classification description with the complete list of job duties being maintained at the departmental level. Other job duties necessary for the effective operation of the University are expected to be performed. Any qualifications to be considered as equivalents in lieu of stated minimums require the prior approval of Human Resources.**

**Sam Houston State University is an at will employer and drug free/smoke free workplace. This position is security-sensitive and thereby subject to the provisions of the Texas Education Code §51.215, which authorizes the employer to obtain criminal history record information. The pay grade range is inclusive of social security benefit replacement pay.**

**Sam Houston State University is Committed to Equal Opportunity in Employment and Education.**