



CITY OF LA MIRADA
Human Resources Office
13700 La Mirada Boulevard
La Mirada, CA 90638
(562) 943-0131
<http://www.cityoflamirada.org>

invites applications for the position of:

SWIM INSTRUCTOR/LIFEGUARD

SALARY: \$17.30 - \$21.28 Hourly

OPENING DATE: 01/19/21

CLOSING DATE: 02/18/21 04:00 PM

JOB DESCRIPTION:

Approx. 25 - 39 hours per week (summer season)
Approx. 0 - 20 hours per week (non-summer season)
Hourly/Part-Time/At-Will/Seasonal Positions

**** Important dates and information below under SUPPLEMENTAL INFORMATION ****

Under general supervision, is responsible for the safety and rescue of patrons visiting the Aquatics Center facility; organizes, leads, and teaches swim lessons for all age groups and ability levels; evaluates progress of swim students both verbally and in writing, and prepares written records of class participation; performs emergency care as necessary and responds to unsafe conditions or potential hazards; observes swimmers and assists guests; performs related work as required.

TYPICAL DUTIES PERFORMED:

(Examples do not include all duties, which may be assigned.)

- Ensures an excellent guest experience.
- Teaches swimming skills and water exercises to all age groups and ability levels.
- Maintains accurate records; prepares reports and written communications as needed.
- Identifies and rescues persons in distress or in danger of drowning; performs emergency care as necessary.
- Observes and supervises swimmers in the pool and water park areas; identifies and prevents unsafe conditions and potential hazards.
- May accept payments for instructional fees, admissions and facility rentals.
- Works effectively with the public in explaining and enforcing pool and aquatics center rules and facility use in order to provide a safe aquatics environment.
- Performs facility clean up and maintenance; tests and monitors water chemistry and clarity; inspects pool facilities; and reports unsafe conditions.
- Plans, develops, conducts, supervises, and manages a wide variety of activities regarding the operation of the Aquatics Center.
- May assist with daily operations of Splash! Food Service.
- Assists with citywide special events and community recreation activities.

- Adheres to City and departmental policies and procedures.
- Performs related duties as required or assigned.

MINIMUM QUALIFICATIONS:

Knowledge of: Policies, procedures, and regulations governing the conduct and safety of persons using aquatic equipment and facilities; beginning through advanced swim strokes. Methods, materials, and equipment involved in the maintenance and operation of swimming pools.

Ability to: Pass initial test and routine follow-up skill tests regarding pool and safety procedures. Swim with proficiency and endurance. Organize and direct activities, and effectively teach aquatic skills. Read, understand, and carry out written and oral directions. Establish and maintain effective working relationships with the public, community groups, staff, and other agencies. Exercise good judgment, courtesy, and tact with staff and the public. Must be able to lift up to 50 lbs., and work varied shifts, including nights and weekends.

EXPERIENCE AND EDUCATION:

Must be at least 18 years of age and have graduated from high school or the equivalent. Any combination of education and experience, which provides the required knowledge and abilities, is acceptable.

LICENSE OR CERTIFICATE:

Possession of a valid California Class C Driver license is required. Applicants must provide proof of Lifeguard and Swim Instructor certification by first day of employment. The Lifeguard and Swim Instructor certification must be obtained through the City of La Mirada Aquatics Certification School. A Food Handler's Certification may be required. Certification will be provided by the City.

SUPPLEMENTAL INFORMATION:

Buccaneer Bay waterpark at Splash! Aquatics Center will be open beginning Saturday, May 29, 2021 through Sunday, September 26, 2021. Training for Aquatics staff begins on April 16, 2021. Positions require open availability to work days, evenings, weekends, and holidays. **Candidates with open availability will be given preference when hiring.**

After application review, applicants who meet the minimum qualifications will be invited to complete a swim test on one of the following dates:

- Saturday, February 13, 2021
- Sunday, February 21, 2021

Applicants who successfully pass the swim test may be invited to attend an Aquatics Certification School. Completion of the Aquatics Certification School is required for hiring consideration.

Attendance is mandatory.

Applicants may be considered for a position other than the position applied for.

City of La Mirada is committed in making every effort to prevent the spread of COVID-19. During the testing and interview process, we will enforce safe physical distancing, wearing a face covering at all times except when in the water, and cleaning and disinfecting equipment used during testing.

You will be contacted by email or phone during the application and hiring process. **It is your responsibility to check the email and phone number voicemail you provided on your application.** We can't leave you a message if your voicemail is not set up or is full, so please make sure that you set up, check and clear out your voicemail during the application and hiring process.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.cityoflamirada.org>

Position #2021-00002
SWIM INSTRUCTOR/LIFEGUARD
VS

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humanresources@cityoflamirada.org

SWIM INSTRUCTOR/LIFEGUARD Supplemental Questionnaire

- * 1. I understand this position requires the ability to work varied shifts including nights, weekends, and holidays.
 Yes No

- * 2. Are you able to work through the entire summer starting May 29 to September 26, 2021)?
 Yes No

- * 3. If you answered NO to the above question and you are not available to work through the entire summer, please list the dates you will not be available starting May 29 to September 26, 2021. Include any scheduling conflicts such as school, vacation, religious reasons, etc. If you answered YES to the above question, please write: "Open Availability"

- * 4. Are you available for weekend training starting April 16, 2021?
 Yes No

- * Required Question