



# Battery Park City Authority

Position Title: **Lifeguard – Swim Instructor**  
Department: **Administration (Community Center at Stuyvesant High School)**  
Job Type: **Part-time year round**

## **GENERAL DESCRIPTION OF DUTIES**

The Lifeguard is responsible for the safety of pool users and assists with aquatic programs and daily pool operation of the Community Center. Work is performed under the general supervision of the Community Center Foreperson and Supervisor. Hours of operation are evenings and weekends.

## **ESSENTIAL FUNCTIONS**

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in this class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Safeguards and regulates conduct of pool users. Enforces pool policies, rules, and regulations. Rescues patrons and performs appropriate follow-up procedures, including the proper use of equipment in the performance of first aid. The lifeguard is a model of exemplary pool behavior.
- Tests water quality in pool and maintain daily records. Conducts the proper maintenance and sanitary up keep of the pool, pool area, and locker rooms. Participates in the preparation of daily records. Provides written reports on all accidents and incidents. Maintains proper updated safety requirements.
- Attends in-service training and instructs certain skills to staff. Conducts patron swimming test to assess ability to swim independently. Provides customer service to Community Center users, including handling customer conflict and complaints.
- Performs work safely in accordance with departmental safety procedures. Operates equipment safely and reports any unsafe work conditions or practice to supervisor.
- Participates in the daily preparation of aquatic programs. Assists Community Center Foreperson in daily aquatic managerial duties. May maintain proper chemical balances in pool as directed making adjustments to these balances as directed. May handle mechanical/pump room or chemical problems as necessary.
- Capable of working as a leader and team member of the Parks Programming staff and maintain positive work relations with fellow staff members and other departments.
- Perform other duties in the scope of the job as required by the department head.

## **MINIMUM TRAINING AND EXPERIENCE**

- Be able to complete a 500 yard continuous swim and submerge to a minimum depth of 7' to retrieve a 10 lb. object and return to the surface.



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- Experienced in water rescue methods. Experienced in lifeguarding and first aid practices and techniques. Experienced in swimming pool operations to include: sanitation, maintenance, and safety.
- Must have the ability to courteously and firmly interact with pool patrons.
- Water Safety Instructor (WSI) certification preferred
- Ability to clearly and effectively communicate with Community Center Foreperson, colleagues within the Parks Programming department, with other BPC Parks Conservancy departments and with site hosts and colleagues at Stuyvesant High School.
- Minimum of two (2) years of related work experience preferred. Must possess a valid American Red Cross Life Guarding Certificate and American Red Cross First Aid certificate. Must be certified in American Red Cross Cardio Pulmonary Resuscitation (CPR), for the Professional Rescuer.

## **Community Center Hours of Operation**

### **JULY – AUGUST**

Monday – Friday, 2:30pm – 9:00pm  
Saturday – Sunday, 9:30am – 6:00pm

### **SEPTEMBER – JUNE**

Monday – Friday, 6:30pm – 10:00pm  
Saturday – Sunday, 12:30pm – 9:00pm

Please send all resumes to: [HR@bpca.ny.gov](mailto:HR@bpca.ny.gov)

**Battery Park City Authority is an Equal Opportunity Employer.**