



Head Lifeguard

Job Description

Effective Date: 08/26/2026

Revision: D

Document JD-HR-100-300-301

Job Title: Head Lifeguard
Department: Aquatics - Safety
Reports To: Aquatics Safety Manager
FLSA: Nonexempt, Hourly, **Part-time**
Direct Reports None

General Duties:

The Head Lifeguard is responsible for the oversight of the lifeguard team, enforcement of facility rules and policy of the Holland Aquatic Center (HAC). Patron and employee safety remain the number one priority.

Core Values - At Holland Aquatic Center, we are guided by five core values that shape our work and everyday interactions:

1. Work Hard - We show up ready, stay reliable, and always finish what we start.
2. Care Deeply - We treat guests and team members with respect, kindness, and authenticity.
3. Keep Learning - We stay curious, grow from feedback, and solve problems together.
4. Be Honest - We speak up, act with integrity, and own our choices.
5. Be Professional - We show up prepared, committed to safety, and hold ourselves to high standards.

Primary Duties and Responsibilities:

1. Act as lead and respond effectively in aquatic emergency situations.
2. Ensure that all lifeguard staff members perform required duties, adhere to facility rules and standards, and maintain a high level of professionalism.
3. Ability to lead and motivate the lifeguard staff.
4. Lead in training staff for all aspects of job responsibilities. Submit documentation of training to the Aquatics Management team.
5. Demonstrate effective public relation skills, including good customer service and conflict resolution skills.
6. Facilitate and/or assist with in-service training sessions.
7. Assign and assist with lifeguard rotations.
8. Must have the ability to establish and maintain effective and desirable working relationships with other facility personnel and the public.
9. Identify facility daily usage schedule needs and assist staff, and guests in all areas of the facility, as needed.
10. Assign and assist with setup and takedown for recreational swim times and/or special events.
11. Lifeguarding and pool deck supervision.
12. Enforce all aquatic facility policies, rules and regulations.
13. Complete all necessary records and reports.

Secondary Duties and Responsibilities:

- Communicate with all HAC staff, in a positive and respectful manner.
- Be available to substitute for other staff members including lifeguard shifts.
- Assign and assist in facility cleanup as needed.
- Maintaining a clean work environment/pool deck.
- Organization of pool equipment.

Essential Qualifications:

- Current American Red Cross Lifeguarding certification
- Current CPR/AED certification for lifeguards.
- Current Emergency oxygen certification.
- Current Bloodborne Pathogens training.
- Must be at least 17 years of age.
- Willing to work evenings and weekends.

Preferred Qualifications:

- Current American Red Cross Waterpark Lifeguarding Certification
- At least two years of lifeguarding experience at the Holland Community Aquatic Center.
- At least two years of lifeguarding experience at another facility with recommendation.
- Lifeguard Instructor Certification (to be achieved within 6 months of hire).

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. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, an employee is frequently required to walk, stand, sit, talk or hear. An employee is occasionally required to use their hands to handle, feel or operate objects, tools, or controls; and reach with hands and arms. An employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl.
- An employee may be required to lift and/or move up to 75 pounds.
- Must be able to demonstrate in-water lifeguard skills at any time.
- Must be able to demonstrate out of water lifeguard skills at any time.

Work Environment:

The work environment characteristics described here are representative of those an employee will encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Variable water temperature.
- Variable air quality and air temperature.
- Wet surfaces while walking.
- Splashing from fitness and recreational swim activities.

Compensation is based on 3 factors:

- Experience / Certifications / Commitment

Equal Opportunity Statement

Holland Aquatic Center is an Equal Opportunity Employer. We do not discriminate based on race, color, religion, sex, national origin, age, disability, or any other protected status. Reasonable accommodations will be provided as required by law.

Employee Acknowledgement

I acknowledge that I have received and reviewed the job description for the position of **Part-time Head Lifeguard**. I understand the duties, responsibilities, qualifications, physical demands, and work environment associated with this position. I further understand that this job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications and that additional duties may be assigned as needed to meet organizational needs.

Signature Acknowledgement: I have read and understand the responsibilities and requirements of this position.

Signature: _____ Date: _____

Print Name: _____

Manager's Signature: _____ Date: _____

Print Name: _____

: