

**City of Imperial Beach**  
**POSITION DESCRIPTION**

**Title:** Beach Lifeguard Sergeant  
**Department:** Public Safety  
**Division:** Ocean/Beach Safety

**GENERAL PURPOSE**

Under general direction, to coordinate and supervise lifeguard operations; to handle various special projects and administrative tasks; guard a section of beach in the protection of life, prevention of accidents, and enforcement of City ordinances; performs aquatic and medical rescues; and performs other related work required.

**SUPERVISION RECEIVED**

Works under general direction of the Lifeguard Captain.

**SUPERVISION EXERCISED**

Supervises all activities of Beach Lifeguard I's and II's.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

Plans, assigns and supervises the daily activities of subordinate lifeguards within the Lifeguard Division; handles special administrative projects as assigned; establishes work schedules and ensures appropriate beach staffing levels; oversees all major beach and ocean related rescue operations until relieved by a supervisor; supervises, inspects and ensures the proper maintenance of safety equipment, facilities, and supplies within the Lifeguard Division; recommends, assures all life guarding services and administrative policies and procedures are instituted as methods of operation; monitors budget expenditures and prepares preliminary budget request; review and evaluates equipment and material needs; and attends lifeguard staff meetings.

Recommends selection, promotion, and discipline of personnel; reviews the work of, and evaluates the performance of subordinates; assesses and develops training programs; coordinates and leads training on lifesaving and emergency medical techniques, procedures, and drills; coordinates lifeguard services with the activities of other governmental and public safety agencies; investigates complaints and incidents; maintains discipline of all Lifeguard I's and II's; writes maintains, and reviews necessary records, reports and logs.

Perform the full range of duties of a lifeguard; perform rescues and administer medical aid as needed; patrol and take preventative actions and safety interventions; operates specialized lifesaving equipment; enforce and issue citations for City municipal codes; subject to twenty four hour emergency call; and completes other work assigned.

## **DESIRED MINIMUM QUALIFICATIONS**

### KNOWLEDGE OF

Knowledge of: principals of organization and management including personnel, budgetary, records and reports, and public relations; all functions and duties performed by the division; modern principles, practices, and concepts of modern lifesaving techniques, boating safety, and equipment used; advanced medical aid and resuscitation methods and equipment operations; emergency medical system; pertinent federal, state, and local laws, codes, and regulations; basic law enforcement practices dealing with the laws of arrest, and search and seizure; ocean conditions and patterns; beach, surf, and ocean hazards; safe driving principles and practices; occupational hazards and safety practices necessary in the area of work assigned; principles and practices of underwater search and recovery techniques and basic diving physics; and advance principles of supervision and training.

### ABILITY TO

Ability to: plan, organize, direct, and supervise the activities of Beach/Ocean Division employees performing a variety of functions; interpret, explain, and enforce relative laws, ordinances, regulations, and basic law enforcement practices dealing with the laws of arrest, and search and seizures; prepare, review, maintain accurate and complete records; prepare clear and concise reports; communicate clearly and concisely, both orally and in writing before large public groups; represent the division of behalf of governing body in matters pertaining to ocean and beach development and operation; establish and maintain effective relationships with persons and agencies concerned with the division; maintain discipline and evaluate the performance of subordinate personnel; analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals; size up emergency situations and adopt a quick, effective courses of action; swim and/or operate water craft in adverse weather and surf conditions for extended periods of time; and meet department health and physical standards.

### **PHYSICAL DEMANDS**

Stay alert in all conditions; observe and locate beach and ocean users in need of help; and respond to persons and property in distress in order to rescue or render aid and medical assistance in the surf, open ocean, swiftwaters, underwater, on beaches, and the roadways.

Occasional strenuous physical work requiring strength and endurance with exposure to environmental conditions of significant risk. There are periods of relative inaction which still require alertness followed by high activity levels. Requires occasional lifting of

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objects weighing up to 175 lbs. combined with twisting, bending or working on uneven surfaces.

Pass a comprehensive medical examination and drug screening prior to appointment. Uncorrected vision must not be worse than 20/40 in both eyes together, with acceptable color vision. Vision between 20/20 and 20/40 in both eyes must be corrected to 20/20 by glass or contact lenses. Hearing will also be tested for acceptable levels.

Pass a physical skills test involving physical strength, and swimming ability as a pre-employment and annual requirements.

Education & Experience

High school graduation, State of California accredited equivalency, or G.E.D.. A Bachelor's Degree in Public or Business Administration or related field can substitute for one year full-time-equivalent (2,000 hours) supervisory experience

Two years of full-time-equivalent (4,000 hours) progressively responsible experience as an ocean lifeguard and one year full time equivalent (2,000 hours) of supervisory experience, or any combination of training and/or experience that could likely provide the desired knowledge and abilities.

**SPECIAL REQUIREMENTS**

Possession of the following certificates will be required at time of application: A valid Class "C" California Driver's License, Cardiopulmonary Resuscitation (CPR) American Red Cross for the *Professional Rescuer* or American Heart Association *Health Care Provider*, a valid San Diego County Emergency Medical Technician I.

Within one year after hire, employees must satisfactorily complete the course and obtain certification in American Red Cross *Emergency Response* Instructor, and P.O.S.T. 832.

Employees must requalify for these certificates as required to retain employment.

**PERIPHERAL DUTIES**

Perform the duties of subordinate lifeguard personnel as needed; represents the Lifeguard Division at various lifesaving,

medical aid, and water safety programs; interprets and explains applicable codes, ordinances, regulation, policies and procedures to the public; testifies in court regarding matters of enforcement and litigation; represents the Lifeguard Division and Department as a media spokesperson; provides

public education on the total scope of lifeguarding and related areas; attend classes, conferences, and meetings to keep abreast of current trends in the lifesaving field; and coordinates activities with other supervisors of other City departments and exchange information with officers in other public safety agencies.

### **WORK ENVIRONMENT**

Essential duties require the following physical skills and work environment:

Ability to sit, stand, walk, run, swim, dive, jump, kneel, crouch, stoop, squat, crawl, twist, climb, and lift 175 lbs.; exposure to cold, heat, noise, outdoors, vibration, confining work space, chemicals, explosive materials, mechanical hazards, electrical hazards, and ability to travel to different sites and locations.

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