



City of Leavenworth

700 US Hwy 2 | PO Box 287
Leavenworth, WA 98826
(509) 548-5275
cityofleavenworth.com

POSITION VACANCIES Lifeguard

The City of Leavenworth, an Equal Opportunity Employer (EOE), is seeking qualified individuals for Lifeguard position(s) at the Howard Hopkins Memorial Pool for the 2025 summer season.

The Lifeguard plays a critical role in ensuring patron safety and maintaining a secure environment at the pool. This position is responsible for accident prevention, enforcing pool rules, and providing immediate assistance during emergencies, including performing water rescues when necessary. Lifeguards actively monitor swimmers, uphold safety protocols, and maintain a clean and orderly pool area. They are also expected to deliver excellent customer service, fostering a welcoming atmosphere for all visitors. This role requires vigilance, professionalism, and the ability to respond effectively to emergencies.

The salary range for this position is \$22.40 - \$24.80 an hour, depending on qualifications and experience. Qualified candidates must be available to work from May through early September. Position(s) will remain open until filled.

This position is non-represented and does not qualify for health insurance or paid leave benefits.

Interested applicants must be at least 15 years old. It is preferred that candidates have a current lifeguard certification and/or one (1) summer of pool experience. A pre-employment drug screen and background check are required.

The full job description, job application, and instructions on how to apply are available at City Hall, 700 US Hwy 2, Monday-Friday from 9:00 AM to 4:00 PM, online at www.cityofleavenworth.com, or by contacting Human Resources at (509) 548-5275.

The first application review date is Wednesday, April 16, 2025. Positions will remain open until filled.

Lifeguard

Salary Range	\$22.40 - \$24.80/hour	Location	Leavenworth, WA (in-person)
Department	City Administration	Division	Howard Hopkins Memorial Pool
Employment Type	Full-Time Seasonal	Classification Type	Exempt

About the Position

The primary responsibility of a lifeguard is to ensure patron safety and protect lives. This is achieved through accident prevention and enforcement of pool rules. As a lifeguard, you must provide immediate assistance in the event of an emergency. You will enforce safety rules, monitor swimmers, and perform water rescues as needed. Additionally, lifeguards are expected to maintain a clean and organized pool area and provide excellent customer service to patrons.

This position is located at Howard Hopkins Memorial Pool (694 US Hwy 2) and reports directly to the Pool Manager.

Working hours: The pool's normal hours of operation are seven days a week from opening day from 6:00 AM to 9:00 PM. Set work schedules are flexible Sunday through Saturday, 40 hours per week. Scheduling may include required coverage on weekends and holidays due to the nature of the position.

Essential Job Functions

Among the varied range of responsibilities held within this role, the Lifeguard will:

- Supervise swimmers and enforce safety rules to prevent accidents.
- Remain vigilant and attentive while on duty, scanning the water and surrounding areas.
- Respond promptly to emergencies, performing water rescues and administering first aid as necessary.
- Communicate clearly and professionally with patrons, courteously addressing questions and concerns.
- Conduct routine inspections of pool facilities and equipment, reporting any issues to management.
- Maintain cleanliness and orderliness of the pool area, including regular removal of debris and organizing equipment.
- Attend regular training sessions to maintain lifeguard certification and improve skills.
- Collaborate with other staff members to ensure the smooth operation of the aquatic facility.
- Perform other duties as assigned by management.

Other job functions:

- Maintain regular, reliable, and punctual attendance.
- May be required to obtain additional education as required to conduct job functions.
- Other duties as assigned.

Pre-Employment Screening

The following pre-employment screening(s) are required for this position:

- Drug Test
- Background Check

Qualifications Requirements

- Must be at least 15 years old.
- Two (2) years of lifeguarding experience and/or any combination of education and experience that would provide the applicant with the desired skills, knowledge, and ability required to perform the duties associated with the position is preferred.
- Ability to obtain and maintain certifications in Lifeguarding, CPR, and First Aid.

Requires knowledge of:

- Strong swimming skills and ability to perform rescues in various water conditions.

Requires the ability to:

- Effectively communicate and demonstrate interpersonal skills.
- Remain calm and composed in emergencies.
- Excellent observational skills and attention to detail.
- Physical fitness and stamina to perform duties for extended periods.

Physical Demands

- Sitting – Regularly
- Standing – Frequently
- Walking – Frequently
- Moving 1-10 lbs. Floor-Waist – Frequently
- Moving 1-10 lbs. Above Shoulders – Frequently
- Stooping/Bending – Regularly
- Reach Waist to Shoulder – Regularly
- Wrist/Hand/Finger manipulation (keyboarding, mousing, etc.) – Regularly
- Repetitive Motions – Frequently
- Talking – Frequently
- Hearing – Frequently
- Visual – Near Acuity – Frequently
- Visual – Far Acuity – Frequently
- Visual – Depth Perception – Regularly
- Visual – Color Discrimination – Frequently

Working Conditions

- Full-time position with variable hours, including evenings, weekends, and holidays.
- Exposure to outdoor elements and varying weather conditions.
- Physical demands include prolonged standing, lifting heavy objects, and performing manual labor.

Disclaimers

The statements contained herein reflect general details as necessary to describe the principal functions for this job, the level of knowledge and skill typically required, and the scope of responsibility. This should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload. The Employer retains the right to change or assign other duties to this position.

Nothing in this job description is intended to create a contract of employment.