



DUTY STATEMENT

DIVISION	CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
Central Field	Youth Aid	549-717-9991-901
DISTRICT/HQ SECTION	WORKING TITLE	CBID
Santa Cruz District	Youth Aide	E
SECTOR/HQ UNIT	REPORTING LOCATION	INCUMBENT
Pajaro Coast/Twin Lakes	Twin Lakes State Beach	
STATE HOUSING: (Check one)		IMMEDIATE SUPERVISOR
<input type="checkbox"/> Housing is required <input type="checkbox"/> Housing may be required <input checked="" type="checkbox"/> Housing is not available		State Park Peace Officer Supervisor I (Lifeguard)
SENSITIVE POSITION DESIGNATION: (Check if applicable)		
<input type="checkbox"/> Sensitive Position as designated by the Department per California Code of Regulation (CCR) 599.961		
POSITION DESCRIPTION		
<p>This paid, non-lifeguard, mentorship position will work under close leadership of the Seasonal Lifeguard II at their reporting beach location, and an assigned Seasonal Lifeguard I-Junior Lifeguard Program Instructor during the operating hours of the Junior Lifeguard Program. The incumbents will work with Lifeguard Staff and other Park Personnel in order to develop job skills, proper work habits, and leadership qualities through work experience. They also become role models for program participants, while they themselves gain training and experience in leadership, teamwork, aquatic safety skills, and first aid. This is a great opportunity for those interested in becoming a future lifeguard!</p>		
ALL EMPLOYEES ARE RESPONSIBLE FOR CONTRIBUTING TO AN INCLUSIVE, SAFE, AND SECURE WORK ENVIRONMENT THAT VALUES DIVERSE CULTURES, PERSPECTIVES, AND EXPERIENCES, AND IS FREE FROM DISCRIMINATION.		
ESSENTIAL FUNCTIONS:		
%	TASK/DUTIES	
50%	INSTRUCTION AND INTERPRETATION	
	Works with and assists staff in the facilitation of daily operation of the Junior Lifeguard Program under the direct supervision of a Junior Lifeguard Instructor and the Program Lifeguard II. Assists the program instructors in the aquatic safety interpretation process while developing leadership qualities and self-esteem through team Building and empowerment. Strives for a safe, professional, team oriented work environment and program that is free from sexual harassment, hostility, racial discrimination, or negative influences.	
20%	LEADERSHIP	
	Through work experience and training, the incumbent will develop skills in leadership, coaching, training, educating, and directing of Junior Lifeguard Program participants by being part of a high-performance, team based work group. Will at all times serve as a role model for the participants in the Junior Lifeguard Program.	
15%	LIFEGUARD OPERATIONS	
	In accordance to DPR State Lifeguard standards, will develop skills in and familiarization with the Lifeguard Operations program, aquatic rescue procedures, rescue detection, first aid, CPR, Communicable Disease Prevention, and patient care. Learn about proper use of rescue equipment. Under close supervision will participate with trained lifeguard personnel in aquatic patrol in order to develop understanding and on the job experience. Methods of patrol may include: vehicle, tower, rescue boat, foot patrol, swimming, and rescue paddleboards.	
10%	EMPLOYEE AND PROGRAM SAFETY	

	Ability and willingness to participate in work place and program safety by adhering to established safety protocols and policies. Learns to identify and correct safety problems when they arise and is responsible for developing an awareness of potential employee and Junior Lifeguard Participant safety issues while promoting this awareness within their work group and program.	
MARGINAL FUNCTIONS:		
%	TASK/DUTIES	
5%	Ability and willingness to participate in the daily maintenance of the Junior Lifeguard Program facilities and equipment. Develop familiarity and skills in maintenance of facilities, equipment and clean-up of the program area.	
TYPICAL WORKING CONDITIONS		
Outdoors at the beach and in the sun		
TELEWORK DESIGNATION		
This position is designated as: (Check one)		
<input type="checkbox"/> Telework Eligible – Office Centered <input type="checkbox"/> Telework Eligible – Remote Centered <input checked="" type="checkbox"/> Not Telework Eligible		
SPECIAL REQUIREMENTS:		
Pass Lifeguard Tryout consisting of: Competitive 500 yard ocean swim Competitive 100 yard run, 200 yard swim, 100 yard run		
The statements contained in this job description reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. The incumbent of this position may perform other duties (commensurate with the classification) as assigned, including work in other functional areas to cover during absences, to equalize peak work periods, or to otherwise balance the workload.		
SUPERVISOR STATEMENT:		
I CERTIFY THIS DUTY STATEMENT REPRESENTS AN ACCURATE DESCRIPTION OF THE ESSENTIAL FUNCTIONS OF THIS POSITION. I HAVE DISCUSSED THE DUTIES OF THIS POSITION WITH THE EMPLOYEE AND PROVIDED THE EMPLOYEE WITH A COPY OF THIS DUTY STATEMENT.		
SUPERVISOR NAME (PRINT OR TYPE)	SUPERVISOR SIGNATURE	DATE
EMPLOYEE STATEMENT:		
I CERTIFY I HAVE READ, UNDERSTAND, AND CAN PERFORM THE DUTIES OF THIS POSITION EITHER WITH OR WITHOUT REASONABLE ACCOMMODATION. I HAVE DISCUSSED THESE DUTIES WITH MY SUPERVISOR AND HAVE BEEN PROVIDED A COPY OF THIS DUTY STATEMENT.		
EMPLOYEE NAME (PRINT OR TYPE)	EMPLOYEE SIGNATURE	DATE