



DUTY STATEMENT

DIVISION		CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
Northern		Lifeguard I (Seasonal)	549-642-0993-901
DISTRICT/HQ SECTION		WORKING TITLE	CBID
Sonoma Mendocino Coast		Lifeguard I (Seasonal)	R07
SECTOR/HQ UNIT		REPORTING LOCATION	INCUMBENT
Mendocino		Russian Gulch State Park	
STATE HOUSING			IMMEDIATE SUPERVISOR
State Housing is not available			SPPO Supervisor
SENSITIVE POSITION DESIGNATION (Check if applicable)			
<input checked="" type="checkbox"/> Sensitive Position as designated by the Department per California Code of Regulation (CCR) 599.961			
POSITION DESCRIPTION			
Under the supervision of the State Park Peace Officer Supervisor (Lifeguard), the Lifeguard I is a uniformed position which will work with other seasonal lifeguard employees within the Mendocino sector and report to a lead Seasonal Lifeguard II, State Park Peace Officer Lifeguard, or State Park Peace Officer Supervisor. As part of a self-directed work team, the incumbents work with other lifeguards and park personnel to provide aquatic safety to the public.			
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		
40%	Visitor Safety and Protection Provide outstanding visitor services through the detection of hazardous ocean conditions, rendering assistance to people and vessels in distress in the water, reporting hazards, dispatching responsibilities, providing Emergency Medical Responder care, CPR, communicable disease prevention, safe operation of Code 3 equipped vehicles, proper use of rescue equipment, and the ability to conduct searches for missing persons. May develop specialized skills in Personal Watercraft usage, cliff rescue, swift water rescue, and EMR Instructor. Patrol methods include but are not limited to vehicle, tower, foot, swimming, rescue paddleboards, or vessel (PWC/IRB). Inform the public of safety hazards and ocean conditions to prevent hazardous rescues. Advises the public of State Park Rules and Regulations, and informs supervisors of problems or violations of park rules and regulations and/or local or state law.		
15%	Leadership Develops leadership qualities through Team Building and Empowerment to provide a safe, professional, and high-quality recreational opportunity for the park visitors. The Lifeguard I strive to be part of a highly motivated, cohesive, and professional team. Works with other park employees providing and maintaining a work environment that is free from sexual harassment, hostility, racial discrimination, or negative influences.		
10%	Interpretation and Resource Stewardship Develop good verbal and written skills to provide outstanding visitor information. Continuing development in these skills is essential to ensure the park visitor of an outstanding recreational opportunity while educating the public of the crucial need for resource stewardship.		

10%	Administration: Develops strong organizational skills and familiarity with routine forms for the documentation of; first aid, rescues, timesheets, minor employee injuries, visitor accidents, daily patrol logs, vehicle mileage logs, equipment checklists, and other related forms. Assists Lifeguard IIs and SPPO Lifeguards in adhering to the seasonal lifeguard expenditure plan developed by the Lifeguard Supervisor.
10%	Maintenance A willingness to participate and develop skills in maintenance and repair of equipment and facilities used to provide outstanding visitor services. This includes, but is not limited to, day-to-day routine maintenance of patrol vehicles, PWC's, Inflatable Rescue Boat, and other rescue equipment that is part of the Aquatics Program. Additionally, routine upkeep and reporting issues with state residences shall be performed.
10%	Employee Safety Promote workplace employee safety by adhering to the established safety protocols and policies. Identifies and corrects hazards whenever possible and informs the lead or supervisor. Responsible for developing an awareness of protentional employee issues and promotes this awareness within their work team.
MARGINAL FUNCTIONS:	
%	TASK/DUTIES
5%	Other job-related duties as assigned and necessary for operational continuity. Attend staff meetings and trainings and prepare administrative paperwork to meet operational needs.
TYPICAL WORKING CONDITIONS	
Performs aquatic and coastal patrols in a rugged coastal environment featuring uneven terrain, high cliffs, and potentially hazardous surf, potentially in inclement weather.	
TELEWORK DESIGNATION:	
This position is designated as NOT Telework Eligible.	
SPECIAL REQUIREMENTS:	
<ol style="list-style-type: none"> 1. Completion of the Department of Parks & Recreation Seasonal Lifeguard Training Program 2. Current Department of Parks & Recreation CPR certification (or equivalent) 3. Current Department of Parks & Recreation First Aide training. 4. Possession of a valid class "C" California Driver's License and an approved DMV Driving Record. 5. Willingness to work weekends and holidays. 6. Completion of the annual 1,000-yard ocean swim test. Maximum time limit of 20 minutes. 7. Physical strength and endurance. 8. The ability to get along with others and work within a self-directed team of highly motivated professionals. 	
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