

**POSITION DESCRIPTION  
COUNTY OF DECATUR, INDIANA**

**POSITION:** Lifeguard  
**DEPARTMENT:** Parks and Recreation  
**WORK SCHEDULE:** 12:00 p.m. – 6:00 p.m. M-S  
**JOB CATEGORY:** LTC (Labor, Trades, and Crafts)

**DATE WRITTEN:** November 2023

**STATUS:** Seasonal

**DATE REVISED:**

**FLSA STATUS:** Non-exempt

To perform this position successfully, an individual must be able to perform each essential function of the position satisfactorily. The requirements listed in this document are representative of the knowledge, skill, and/or ability required. Decatur County provides reasonable accommodations to qualified employees and applicants with known disabilities who require accommodation to complete the application process or perform essential functions of the job unless the accommodation would present an undue hardship.

Incumbent serves as Lifeguard for the Decatur County Parks and Recreation Department and is responsible for the safety of park visitors in the swimming areas.

**DUTIES:**

Oversees and ensures safety of swimmers in park pool area, including preventing accidents and providing emergency first aid if necessary.

Maintains control of swimming area and observes swimmers, including ensuring compliance with all park swimming rules and disciplining as necessary or notifying pool manager of serious violations.

Maintains pool facilities including pool deck clean and free of trash as needed.

Provides swimming lessons for patrons of Park pool.

Serves as lifeguard for private pool parties before and/or after regular pool hours.

Performs rescues as needed.

Periodically attends life-saving in-service training and certification programs and attends various lifeguard meetings to stay abreast of new rules and to be informed of pertinent information within the Department.

Performs related duties as assigned.

**I. SKILLS AND KNOWLEDGE:**

High school diploma or HSE.

Must be at least 15 years of age.

Ability to meet all hiring and retention requirements, including passage of a drug test and background check.

Possession of and/or ability to obtain lifeguard, First Aid, and CPR certificates.

Working knowledge of and ability to make practical application of Department safety policies and procedures, including OSHA guidelines.

Ability to use proper life-saving techniques and equipment.

Ability to properly use hand or power tools including mop, broom and pool vacuum.

Ability to provide public access to or maintain confidentiality of Department information and records according to state requirements.

Shall comply with all employer and Department policies and work rules, including, but not limited to, attendance, safety, drug-free workplace, and personal conduct.

Ability to effectively communicate orally and in writing with co-workers, other County departments and the public, including being sensitive to professional ethics, gender, cultural diversities, and disabilities.

Ability to understand, memorize, retain, and carry out written or oral instructions and present findings in oral or written form.

## **II. RESPONSIBILITY:**

Incumbent's assignments are jointly set with supervisor, following standard operating procedures and policies. Incumbent may be required to use personal judgment in cases of disciplinary problems with swimmers or in case of medical emergencies. Errors in work are generally prevented through Supervisory review and following pool policies and procedures.

Incumbent reports directly to Pool Manager.

## **III. PERSONAL WORK RELATIONSHIPS:**

Incumbent generally performs duties which require moderate physical exertion and lifting for short periods, requiring moderate manual dexterity. Strain may be intense for short durations, including close/far vision, depth perception, hearing sounds/communications and speaking clearly. Incumbent often sits for prolonged periods.

**IV. WORK CONDITIONS:**

Incumbent performs duties in swimming pool area, involving various weather conditions and subject to sun exposure and chemicals on a daily basis. Safety precautions must be used at all times to ensure safety of swimmers and incumbent occasionally must perform life-saving procedures.

*Decatur County is an Equal Employment Opportunity Employer*

**Posted: 4/17/2026**

**Removed: 5/8/2026**