



Lifeguard Job Description

Chesterbrook Swimming and Tennis Club (CST), a member-owned swim and tennis club located in McLean, Virginia, is seeking Lifeguards to assist the Club Manager and Assistant Managers in club operations, maintenance, and administration. There are positions available for full-time employees as well as part-time employees during the summer season (May through August) and includes support (when available) both the month before opening for club preparations and the month after closing for club winterization.

Set on nine wooded acres in the Chesterbrook neighborhood of Fairfax County, CST has a membership of 660 families, and includes two full-size (25-meter) pools and a wading pool, five regulation tennis courts, and a clubhouse with locker-rooms and a snack bar. In the grounds, there is a sand volleyball court, picnic areas and extensive open spaces. The seasonal staff is comprised of lifeguards, plus staff for the grounds, snack bar, and front desk. The total number of individual staff may be greater than 60, although each shift might only be 10 or less. This position will report to the Club Manager.

The qualified applicant will perform a variety of duties in assisting the Club Manager and Assistant Managers, including maintenance of club facilities, setup and breakdown of furniture and equipment, and other operational duties as determined by the Club Manager. Above all, the qualified applicant will have enthusiasm for making the pool a safe and fun place for the entire CST community. Duties and Responsibilities.

Duties and Responsibilities

1. Maintenance/Landscaping

- Mow grass areas with push mower
- Clean pool skimmers and hair catchers
- Blow clear deck, sidewalks, parking lot, and tennis courts
- Keep facility and grounds clean and sanitary including cleaning bathrooms daily
- Help set-up and breakdown pool furniture and equipment for preseason (month prior to open) and post-season (month post close), when available.

2. Administrative

- Attend monthly in-service training for staff
- Help new staff learn duties and onboard successfully
- Be the first interface between management and members about pool rules and regulations
- Instruct weekly group lessons and summer camp programs

3. Special Events

- Help set-up and breakdown furniture & equipment for meets, parties, and other events



- Able to stay late for parties and events as needed such as relay carnival, swim team auction/party, and closing duty clean-up Lifeguard Job Description

4. Daily Duties

- Participate in the pool lifeguarding rotation and survey pool activity for safety and security
- Perform jobs on daily list of duties
- Perform periodic safety and security checks under supervision
- Test chemical readings and relay information to Manager
- Perform lifeguarding and non-lifeguarding duties and/or projects as needed by the Manager
- Inform Club Manager of all activities or issues around the pool facility that require his or her attention
- Check-in hourly with Manager on Duty to ensure current duties are complete
- Act as Snack Bar/Front desk attendant in his/her absence
- Supply information to staff and members about events and activities
- Ensure club rules are enforced at all times and report any incidents to Manager

Desired Qualifications:

- Required Certifications:
 - CPR, Lifeguarding and First Aid
- Strong interpersonal/communication skills to deal with a membership that has high standards and expectations.
- Ability to meet the physical requirements of the job including moving deck furniture, handling of hazardous chemicals, and operation of landscape equipment.
- Willing to work unconventional hours: Swim/Dive meets/carnivals, evening social events (as late as 10 or 11pm)
- Available to work from Opening day (May 17) to end of summer season including Memorial and Labor Day weekends, and 4th of July.
- Able to work up to 30-40 hours per week during busy periods at the pool
- Please indicate if you have a current Pool Operator's license though this is not required for this position

COMPLETED CST SEASONAL EMPLOYMENT APPLICATION REQUIRED

COMPETITIVE COMPENSATION COMMENSURATE WITH EXPERIENCE

REFERENCES REQUIRED