



JOB DESCRIPTION



INFORMATION			
Job Title:	<i>Summer Lifeguard</i>	Wkly. Hrs./Weeks:	8 hours/week 8 weeks (Jun,Jul)
		Pay Grade:	
Department:	Athletics	Classification	Part-Time, Temp.
Reports To:	Athletic Director	Effective Date:	6/3/2019

SUMMARY
Under general supervision from the Athletic Director's Office and Head Coaches, supervise use of the University Pool when in use during summer athletic program, and maintain all safety policies established by the University and the Athletic Department.

ESSENTIAL FUNCTIONS
<ul style="list-style-type: none"> ▪ Responsible for keeping the University Pool and the areas around the University Pool safe for use by athletic coaches, counselors and event participants. ▪ Ensure the safety of guests in and immediately out of the pool. ▪ Keep walkways around the pool clear and dry to prevent slips and/or trips. ▪ Correct and instruct guests on proper use of the pool to ensure all safety policies are upheld. ▪ Training and competency in life-saving measures in the event of an emergency; namely, CPR and immediate first aid for cuts and scrapes. ▪ Report to Athletic Director's Office in a timely manner in regard to any maintenance needs required due to biological contaminants, chemical water treatments, etc. ▪ Must be willing to follow the guidelines and policies of the employee handbook. ▪ Regular attendance is essential ▪ Other duties as assigned

COMPETENCIES
<ul style="list-style-type: none"> ▪ Knowledge of CPR and emergency medical procedures ▪ Skill in the use of first aid procedures ▪ Ability to react calmly and effectively in emergency situations ▪ Ability to understand, follow, and enforce safety procedures

QUALIFICATIONS
<ul style="list-style-type: none"> • Has a personal relationship with Jesus Christ and a demonstrated commitment to the doctrinal position of TMU&S and a continuous exhibition of a desire to minister and serve others in varied capacities. • Education: High School Diploma • Experience: 3+ years lifeguarding experience (or equivalent) preferred • CPR Certified • Current lifeguard certification required • Demonstrated ability to establish and maintain effective working relationships with staff, faculty, vendors, students, &/or community members of diverse academic, socio-economic, cultural, & ethnic backgrounds. • Service oriented and able to interface with many people is mandatory. • Ability to multitasked in an environment with many distractions is a must. • Must successfully pass a background investigation.

WORKING CONDITIONS

- Working Environment: Outdoor centralized in and around the University pool, with an occasional need to visit other areas on campus.
- Physical Demands: Must be able to lift, pull, push, grasp and bend while lifting up to 30lbs.

ADDITIONAL INFORMATION

Minimum Conditions for Beginning Employment:

Prior to beginning employment, in accordance with The Master's University policy and/or under federal or state law, all employees must:

1. Sign and return an offer of "At Will" employment.
2. Present verification of their identity and authorization to work in the United States.

If, because of a disability, you need special services or facilities in order to apply or interview for this opening please contact the Human Resources department.

The Master's University & Seminary does not discriminate on the basis of race, color, national origin, ancestry, gender, age, marital status, veteran status or prior military service, medical condition, or any physical or mental disability. We are committed to practicing principles of equal employment opportunity and diversity based upon sovereign Biblical principles.

APPLICATION PROCESS

In order to be considered for a position, a completed Application for Employment must be submitted to the Human Resources office. The application may be picked up in person in the HR office or is available to be downloaded as a PDF from the web at <http://www.masters.edu/employment>. Your completed application may be dropped off in person, sent via fax (661.362.2717), email (humanresources@masters.edu) or regular mail (21726 Placerita Cyn Rd Box 41, Santa Clarita CA 91321).

Selection Process:

All applications are reviewed by the Human Resources department and where appropriate are forwarded for further consideration. Selected candidates will be invited for a personal interview at The Master's University or Seminary. Any expense incurred in connection with these interviews will be the responsibility of the candidates.

Application Procedures:

All documents included in your application remain the sole property of The Master's University & Seminary and will not be returned. Your file for this opening will not be considered unless all requested items are submitted and are complete.