

NEWTOWN PARKS AND RECREATION

APPLICATION DUE DATE: ASAP

Eichler’s Cove Beach and Treadwell Pool are open from May 28 – September 5

You must be an American Red Cross Certified Lifeguard. All current certifications must be attached to this application.

PLEASE PRINT – FILL OUT COMPLETELY (please print clearly)

NAME: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
Street City State Zip

EMAIL ADDRESS: \_\_\_\_\_

DATE AVAILABLE TO BEGIN WORK: \_\_\_\_\_

LAST DATE AVAILABLE TO WORK FOR COLLEGE STUDENTS: \_\_\_\_\_

SUMMER VACATION PLANS AND DATES (see Vacation Policy): \_\_\_\_\_

Please Circle all positions desired below: (not a guarantee of position)

ASSISTANT WATERFRONT DIRECTOR

W.S.I.A. / LIFEGUARD

LIFEGUARD (Must be Certified)

SWIM TEAM TORPEDOES COACH

W.S.I. – (Water Safety Instructor) (Must be certified)

Have you worked (or volunteered) for the Newtown Parks and Recreation Department in the past? \_\_\_\_\_

If YES, in what capacity? \_\_\_\_\_

PREVIOUS EXPERIENCE: (Only if you have not previously worked for Newtown Parks and Rec. Please list most recent job first.)

EMPLOYER

POSITION

DATE

SWIM SUIT & SHIRT SIZE – (Lifeguards only) Circle one size:

Women (Tank Suit): 30 32 34 36 38 40 42

SHIRT SIZE: SM MED LRG XLRG

Men (Boxer Trunks): Small Medium Large X-Large

SIGNATURE OF APPLICANT

DATE

PLEASE RETURN COMPLETED APPLICATION TO:

NEWTOWN PARKS AND RECREATION | 8 SIMPSON STREET | NEWTOWN, CT 06470

(Parks and Recreation cannot be held responsible for loss of mail or postal delays when returning your application.)

# 2022 WATERFRONT STAFF APPLICATION

## 2022 LIFEGUARD JOB DESCRIPTION AND EMPLOYMENT AGREEMENT *(This agreement is not a promise of employment)*

### GENERAL FUNCTIONS

Reports to Waterfront Director (if not available report to the Assistant Waterfront Director). Under the direction of the Waterfront Director (Assistant Waterfront Director), the lifeguard insures the safety of all patrons at all times. The main objective of the lifeguard is *prevention* of accidents through knowledge of preventive lifeguarding, proper use of equipment and profound realization of responsibility. In the absence of the Waterfront Director, then it is the Assistant Waterfront Director or Senior Guard in charge.

### RESPONSIBILITIES

1. You are to prevent injuries and insure the safety of all patrons at all times, minimizing or eliminating hazardous situations.
2. You will respond quickly, and follow the American Red Cross instruction to handle all emergency situations.
3. You are expected to administer first aid to victims of an emergency.
4. You are responsible in enforcing all safety and health rules.
5. You must stay in your designated areas while on duty. Never stand with your back to the pool.
6. You are to be familiar with emergency procedures.
7. You are expected to be professional, alert, courteous and tactful while on duty, and while representing Newtown Parks and Recreation.
8. You will work under the direction of the Waterfront Director (Assistant Waterfront Director/Senior Guard).
9. You will be responsible for filling out an incident report form in case of an accident.
10. You will assist with any tasks, as required by Director, such as maintenance of the waterfront area, locker rooms, etc.
11. Waterfront personnel will be expected to be at work when scheduled. If you cannot fulfill your work obligation, you must find a substitute and notify the Waterfront Director *prior to* the day of your absence.
12. NO unexcused absence or tardiness will be tolerated.
13. You are required to attend all scheduled staff meetings and in-service training sessions.
14. All aquatic staff is expected to wear a suitable uniform while on duty, and appear neat and professional. This is mandatory.
15. You will be expected to be approximately 15 minutes early for your shift, so you are ready to go up in the chair on time.
16. Make sure you are aware of all pool rules and the reason why they are important. If you are not sure why a certain rule is important, ask one of your supervisors.
17. Be consistent when enforcing the rules.
18. You must follow all the pool rules that you enforce. Just because you are a lifeguard does not excuse you from the rules you enforce. You are expected to lead by example.
19. It is required and your responsibility to use the time clock to track hours. You will be paid only for your assigned shift and training hours required.
20. There is NO smoking, alcohol, or drugs at any time. This is grounds for immediate termination.
21. Staff members are not permitted to read books, magazines, or newspapers while working.
22. Friends of staff members are not allowed to visit while working.
23. The use of cell phones or personal electronic devices during work is prohibited. **Please Initial:** \_\_\_\_\_
24. The taking of any type of photos/videos is prohibited. (This includes cell phone cameras). **Please Initial:** \_\_\_\_\_
25. Respectful language, behavior and interactions with patrons, staff and campers are expected at all times. Any disrespectful or inappropriate actions, language, behavior or interactions are grounds for immediate termination, at the discretion of the Director of Parks and Recreation and/or Assistant Director of Recreation.
26. Horseplay is prohibited.
27. NO sunbathing allowed.
28. You are expected to read and abide by the vacation policy. **Please Initial:** \_\_\_\_\_
29. **Always act professionally! You are representing Newtown Parks and Recreation.**

**Remember, the safety of the patrons is the most important thing!**

**This contract will become effective and unchangeable once properly signed, and with a copy returned to Newtown Parks and Recreation.**

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Signature

Date