

## Lead Lifeguard

\$22,955 / year or higher DOQ + [Full-Time County Benefits](#)

James City County Parks and Recreation is seeking a responsible individual to perform experienced service maintenance work, provide a safe aquatic environment, and serve as lead worker at recreation centers.

### Responsibilities:

- Ensure the safety and regulate conduct of pool patrons
- Enforce pool policies, rules, and regulations
- Conduct swimming tests with children to allow them to swim unattended
- Provide customer service to patrons, including handling customer conflict and concerns, as necessary.
- Perform rescues and provides appropriate care
- Measure water chemistry and adjust pool chemicals as necessary

### Requirements:

- Any combination of education and experience equivalent to considerable lifeguarding experience.
- Must possess a valid Virginia driver's license and have an acceptable driving record based on James City County's criteria.
- Must possess the following certifications:
  - American Red Cross Lifeguarding Certificate
  - American Red Cross First Aid Certificate
  - American Red Cross Pulmonary Resuscitation for the Professional Rescuer (CPR-PRI)
- The following certifications are preferred
  - Aquatic Facility Operator (AFO)
  - American Red Cross Water Safety Instructor (WSI)
  - American Red Lifeguard Instructor (LGI); and/or
  - Certified Pool Operator's License
- Knowledge of water rescue methods; lifeguarding and first-aid practices and techniques; swimming pool safety; and, principles and processes for providing customer service including setting and meeting quality standards for services, and evaluation of customer satisfaction.

***Accepting applications until 11:59 pm EST 02/14/2017.*** Only online applications to our website will be considered. To apply and view full job description, please visit the James City County Career Center at [jobs.jamescitycountyva.gov](http://jobs.jamescitycountyva.gov).

## Recreation Leader (Before & After School Care)

\$9.55/hour; part-time temporary position available (up to 28 hours a week)

Parks and Recreation seeks enthusiastic individuals with high energy and the ability to work in a team environment to help plan, lead, and coordinate recreational activities such as games, sports, arts and crafts, and field trips for children ages 5-14 in the comprehensive REC Connect Before and After School Program. Average work schedule is Monday-Friday 7:00 am - 9:15 am and/or 3:30 pm - 6:00 pm, with an occasional evening and/or Saturday.

### Responsibilities:

- Assist with organizing, leading, and conducting a variety of recreational activities such as arts and crafts, sports, games, educational program components, etc. for varying age groups and skill levels.
- Establish and maintain rapport with participants, parents, school/center staff, administrative officials, and other community partners; respond to customer inquiries and/or complaints.
- Ensure a safe environment and proper use, inventory, and upkeep of site facilities, supplies, and equipment; assist with developing and enforcing site rules; and, open, close, and secure facility daily.

### Requirements:

- Any combination of education and experience equivalent to a high school diploma; some experience working with children of different ages and abilities, preferably in a recreational, state licensed or educational setting.
- Must possess or be able to obtain within 30 days of hire, certification in First Aid and CPR for Professional Rescuers (Infants, Adults, and Children).
- Ability to work effectively in a team setting and with children, families, staff, and community partners and contacts in a professional.

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## Assistant Recreation Supervisor

\$11.87/hour; part-time temporary positions up to 28 hours/week available

James City County Parks and Recreation is seeking responsible individuals to assist with overseeing the comprehensive before and after school Program which includes daily program schedule planning, activity leadership, and record keeping. Work schedule times may vary depending on site placement. Work schedule is Monday-Friday 7:00 – 9:15 am and/or 3:15 - 6:00 pm. Work hours may include occasional day, evening or weekends.

### Responsibilities:

- Organize, lead, teach, and oversee a variety of recreational activities such as arts and crafts, sports, and games for children ages 5-14; supervise participants; plan daily snack schedule; and, coordinate family involvement.
- Implement and ensure compliance with State-licensed program rules, regulations, and procedures.
- Assist Recreation Supervisor with the effective supervision of assigned staff including selection, training, prioritizing and assigning work and related activities.
- Ensure a safe environment and proper use, inventory and upkeep of site facilities, vehicles, supplies, and equipment; develop and enforce site rules; open, close, and secure facility daily.

### Requirements:

- Requires any combination of education and experience equivalent to 48 semester hours of college credit coursework; some experience in staff management/instructional procedures and practices/working with children of different ages and abilities, preferably recreational, state licensed, or educational setting; some supervisory experience preferred.
- Must possess a valid Virginia Drivers License and have an acceptable driving record based on James City County criteria.
- Must possess, or be able to obtain within six months of hire, certification in Cardio Pulmonary Resuscitation (CPR) for the Professional Rescuer, First Aid, and Medicine Administration; training in passenger van safety and County sponsored OSHA training.
- Knowledge of child growth and development, and experience working with children in a recreational, educational, or state licensed day care program setting.

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