

**TOWN OF MERRIMACK  
PARKS & RECREATION  
WATERFRONT DIRECTOR**

**JOB SUMMARY:**

The Waterfront Director coordinates the various aspects of the seasonal waterfront operations including: organizing and conducting on-the-job-training for lifeguards, supervising and scheduling Lifeguards & Water Safety Instructors, and reporting maintenance and other needs at the waterfront. Performs rescue maneuvers, CPR, and First Aid as needed, and takes command during emergency situations. Ensures that maximum safety precautions are practiced and rules and regulations are followed by all waterfront patrons. Assumes responsibility for care of all equipment and supplies used in daily operations.

**SUPERVISION RECEIVED:**

Position works under the Direction of the Camp Director in consultation with the Parks & Recreation Director

**SUPERVISION EXERCISED:**

Responsible for supervising waterfront lifeguards and water safety instructors.

**EXAMPLE OF DUTIES:**

- Manage Lifeguards under supervision to ensure proper coverage & operations
- Responsible for training lifeguards their responsibilities in activity during staff training
- Performs rescue maneuvers, CPR, and First Aid as needed, and takes command during emergency situations.
- Ensures that maximum safety precautions are practiced and rules and regulations are followed by all waterfront patrons.
- Assumes responsibility for care of all equipment and supplies used in daily operations.
- Oversees that storage area is regularly kept clean, stocked and organized.
- Responsible for evaluating staff informally throughout the summer and formally at the end of the summer.
- Teach and monitor proper use of equipment
- Conduct daily check of area and equipment for safety, cleanliness, and good repair
- Report any maintenance concerns to the Parks & Recreation Director as needed.
- Responsible for cleaning and storing materials and supplies at end of season
- Assist with hiring of waterfront personnel
- Evaluate current season and make suggestions for following season
- Communicate effectively to enforce safety regulations
- Visual and auditory ability to identify and respond to environmental and other hazards related to the activity

**KNOWLEDGE, SKILLS & ABILITIES**

- Ability to relate to one's peer group
- Ability to accept guidance and supervision
- Good character, integrity and adaptability
- Enthusiasm, sense of humor, patience and self-control

- Ability to communicate and train staff and campers in safety regulations and emergency procedures
- Physical ability to respond appropriately to situations requiring first aid

**MINIMUM QUALIFICATIONS REQUIRED:**

College student or at least 21 years of age

Current Certifications must include:

- CPR/AED for the professional Rescuer
- Lifeguard / Waterfront First Aid
- Lifeguard Certification from a nationally recognized program

Additional Preferred Certifications to include:

- CPR/AED for the professional Rescuer Instructor
- Lifeguarding / Waterfront Instructor
- Red Cross Water Safety Instructor
- Small Craft Safety

**Cognitive and Sensory Requirements:**

Talking: Necessary for communicating with others  
 Hearing: Necessary for taking instructions and receiving information.  
 Sight: Necessary for doing job effectively and correctly.

**During an 8 hour day, employee is required to:**

Consecutive Hours

Sit 1 2 3 4 5 6 7 8  
 Stand 1 2 3 4 5 6 7 8  
 Walk 1 2 3 4 5 6 7 8

**Environment:** Inside 5% Outside 95%

**Equipment Used:** Waterfront safety equipment.

**Hand Manipulation**

Grasping: Frequently required  
 Handling: Frequently required  
 Torquing: Rarely required  
 Fingering: Rarely required

Controls and Equipment: Lifeguard Rescue Equipment

Specific Vocational Preparation Requirements:

( ) 1. Short demonstration only.

- 2. Any beyond short demonstration up to and including 30 days
- 3. 30 – 90 days
- 4. 91 – 180 days
- 5. 181 days to 1 year
- 6. 1 to 2 years
- 7. 2 to 4 years
- 8. 4 to 10 years
- 9. Over 10 years

## **Physical Activity Requirements**

### **Primary Physical Requirements**

Lift up to 10 lbs. : Frequently required  
Lift 11 to 25 lbs. : Frequently required  
Lift 26 to 50 lbs. : Rarely required  
Lift over 50 lbs. : Not required

Carry up to 10 lbs. : Frequently required  
Carry 11 to 25 lbs. : Frequently required  
Carry 26 to 50 lbs. : Rarely required  
Carry over 50 lbs. : Not required

Reach above shoulder height: Frequently required  
Reach at shoulder height: Frequently required  
Reach below shoulder height: Frequently required

Push / Pull: Rarely required.

### **Other Physical Considerations**

Twisting: Frequently required  
Bending: Frequently required  
Crawling: Rarely required  
Squatting: Frequently required  
Kneeling: Frequently required  
Crouching: Frequently required  
Climbing: Frequently required  
Balancing: Frequently required

### **Work Surface (s)**

Waterfront, Beach area