



January 2010

Mr. Bill Linde, Evening/Weekend Coordinator

UDCPool Lifeguard Descriptions

Upper Dublin Township is looking for **6-8 qualified individuals** to fill lifeguard positions at the **Upper Dublin Community Pool for the 2010 season**. Qualified lifeguard candidates are those with **senior lifesaving credentials** that will remain current throughout the season. **WSI's** and **Lifeguard Trainers** will be strongly considered.

The Upper Dublin Community Pool 2010 season is from Saturday, June 19 through Monday, September 6. Hours may be reduced during the last two weeks of the season based on staff availability. Candidates must be available to work a varying schedule of weekdays, weekends and holidays. The Manager will post schedules bi-weekly. Time-off is granted as scheduling permits and with adequate notice. Pool hours for patrons are 1:00p to 8:00p daily. Staff members are scheduled to work at 12:30p to prepare the facility for the 1:00p opening - cleaning rest rooms, cleaning the pool, cleaning up the grounds, etc. Qualified guards are encouraged to offer private swimming instruction for members of the community during the off-hours.

Pay for new Lifeguards starts at \$7.50 per hour. Returning lifeguards will receive an incremental increase based upon years of experience at the UDCPool. The hourly wage for the Head Lifeguard starts at \$9.00 per hour. A Manager, Assistant Manager and Head Lifeguard supervise the pool staff. The entire pool staff is under the direction of the Department of Parks & Recreation.

The majority of UDCPool patrons are from the North Hills section of Upper Dublin Township although the pool is open to and used by the general community, including residents of Philadelphia. Private and public day camps visit the site for daily recreational swims.

Interested qualified candidates should submit a completed application along with copies of their current certification cards. Interested candidates 18 years and older must also apply for and successfully pass a criminal records report and child abuse history clearance. Interviews will be scheduled as needed by UDP&R. Successful candidates will be contacted by letter to confirm a summer position and wage.

Returning staff with good past performance evaluations that apply by 3/1 will be given first consideration for open positions.

New applicants will be considered after that time.

ALL APPLICANTS WILL BE NOTIFIED OF THEIR STATUS.

Please note:

- ***Previous employment with the Township does not guarantee rehire.***
- ***The Township reserves the right to determine which employment opportunities to offer an applicant.***
- ***Once hired, continued employment is dependent upon adherence to work rules as well as demonstrated abilities, maturity and dependability.***
- ***Note on your application any vacation, school or travel plans (dates/duration) you have made that coincide with summer employment dates.***

FOR OFFICE USE ONLY:

Date Rec'd _____

1st Postcard _____

2nd Postcard _____



UPPER DUBLIN TOWNSHIP
DEPARTMENT OF PARKS & RECREATION
APPLICATION for
PART-TIME or SEASONAL EMPLOYMENT - 2010

Employee Information:

Name: _____

Address: _____

Home Phone: _____

_____ ZIP _____

Work/School Phone: _____

Municipality in which you reside: Upper Dublin Other: _____ Email: _____

School/College Attending: _____ Year in School: Fresh. Soph Jr. Sr.

Current Employer: _____ Phone: _____

Check the position(s) for which you are applying:

SPRING

___ Program Instructor: _____

___ Site Watch: _____

___ Other: _____

SUMMER

___ Program Instructor: _____

___ Camp BIG Instructor _____

___ Camp BIG Aide _____

___ Playground Site Supervisor _____

___ Playground Supervisor _____

___ Playground Aide _____

___ Small Folks Instructor _____

___ Small Folks Aide _____

___ X-Zone Site Supervisor _____

___ X-Zone Aide _____

___ UD Community Pool Lifeguard _____

___ SiteWatch _____

___ Other: _____

FALL/WINTER

___ Program Instructor: _____

___ Site Watch: _____

___ Other: _____

**UDP&R has separate application forms for:*

- * Mondauk Common Park Attendant*
- * Robbins Park*
- * PREP Program*
- * Seasonal Volunteers*

Work History with Upper Dublin Township:

Have you previously worked for UDP&R? YES NO

If YES, in what capacity? _____ When? _____

Who was your supervisor? _____

Please indicate any dates you will not be available (i.e. vacation, camps, etc.) _____

please complete other side

Please list three (3) current references other than family members:

Reference Name	Daytime Telephone	Relationship to Applicant
1.		
2.		
3.		

Policy Statement:

It is the policy of Upper Dublin Township to employ qualified candidates in all part-time and seasonal parks and recreational leadership and supervisory positions. Openings will be advertised and filled consistently with the needs of the department with the purpose of structuring positions to comply with the department philosophy of providing quality leisure opportunities within accepted moral, social and physical parameters.

Upper Dublin intends to fully comply with the regulations established by the Americans with Disabilities Act.

Upper Dublin Township reserves the right to deny employment to any applicant based on valid concerns as to the applicant's maturity, abilities or qualifications relevant to the position sought.

I have read and understand the above statement of policy. I further understand that any false or misleading statements made on this application will prevent me from being hired or retaining employment.

Signature: _____

Date Signed: _____

Print Name: _____

Date of Birth: _____

Criminal History Record / Child Abuse History Clearance (separate forms)

- Everyone age 18 or older applying for UDP&R employment is required to provide UDP&R with a current, original Criminal History Record Check (SP4-164) report.
- Anyone age 18 or older, wishing to work in programs with participants under age 18, is required to also provide UDP&R with a current, original Pennsylvania Child Abuse History Clearance (CY-113) report.
- Fees for reports are the responsibility of the applicant.
- Please ask UDP&R for copies of report request forms, if needed. Both are available on the Internet at www.state.pa.us > Most Requested Forms > subject search by "Criminal Background Check."

INDICATE CURRENT CERTIFICATIONS:

(Required for lifeguards applicants)
(Preferred, not required for others)

_____	CPR	card expires: _____
_____	First Aid	card expires: _____
_____	Lifeguard Training	card expires: _____

INDICATE T-SHIRT SIZE:

_____ Adult Small	_____ Adult X-Large	*FOR LIFEGUARDS ONLY INDICATE SHORT SIZE:		
_____ Adult Medium	_____ Adult 2X-Large	_____ Ad. Small	_____ Ad. Medium	_____ Ad. Large
_____ Adult Large	_____ Adult 3X-Large	_____ Ad. X-Large	_____ Ad. 2X-Large	

Unless otherwise noted, completed and signed applications for employment should be returned to:

SEASONAL EMPLOYMENT APPLICATION
 DEPT. OF PARKS & RECREATION
 Upper Dublin Township
 801 Loch Alsh Ave.
 Fort Washington, PA 19034

Questions? Call (215) 643-1600 x3443