

**Clare County Council
Beach Lifeguards 2019**

Qualifications

1. Character

Candidates shall be of good character.

2. Age

Candidates shall not be less than 17 years of age on 1st May 2019.

3. Qualifications

Candidates must, by the latest date for applications: -

Hold a Beach Lifeguard Award from Irish Water Safety or equivalent. Valid original certificate will be required to be presented prior to employment.

and

Have thorough knowledge of resuscitation including Cardio Pulmonary Resuscitation.

Additional Marks will be awarded in respect of the following courses only – current certificates only will be accepted. (All courses must adhere to the Pre Hospital Emergency Care Council or Occupational First Aid Assessment Agency). Highest Score will apply, therefore candidates should only submit the Certificate attained at the highest level.

- Emergency Medical Technician (30 marks)
- Emergency First Responder (30 marks)
- First Aid Response (or equivalent) (20 marks)
- Cardiac First Responder (10 marks)

NB: Certificates in respect of qualifications/training other than those listed above should not be included with application form as no additional marks will be awarded and Clare County Council cannot guarantee the return of such certificates.

**Clare County Council
Beach Lifeguard 2019
Particulars of Employment**

1. Panel

A panel will be formed on which candidates will be placed, who satisfy requirements for the posts and were successful at the practical & interview stage.

2. Probation

Where persons are appointed, the following provisions shall apply:-

(a) there shall be a period after such appointments take effect, during which such persons shall hold the post on probation;

(b) such period shall depend on the period of the contract, the Chief Executive at his discretion may extend the period of probation;

(c) such persons shall cease to hold the post at the end of the period of probation unless during such period the Chief Executive has certified that the service of such persons is satisfactory.

3. Salary

Remuneration will be at the current rate applicable to the position.

4. Medical Examination

(i) Candidates must be free from any defects or diseases, which would render them unsuitable to hold the position, and be in a good state of health.

(ii) For the purposes of satisfying this requirement, it will be necessary for all candidates who are offered a position following practical test and interview to forward letter from his/her doctor confirming that they are medically fit for the position of Beach Lifeguard.

5. Recruitment & Appointment

Selection shall be by means of a competition based on:

(a) Practical test, scheduled to take place at Ennis Leisure Complex on Friday 19th April, 2019.

(b) Candidates who pass practical will be asked to attend for interview at Clare County Council Headquarters, New Road, Ennis, Co. Clare. Provisionally scheduled to take place from 23rd to 26th April, 2019.

The employment is temporary, whole-time and pensionable and is for the Summer 2019 season only.

6. Hours & Place of Work

Beach Lifeguards will be on duty 6 days each week – 11.00 a.m. to 7.00 p.m. each day with one day off per week. Lunch Break is 1 hour.

The Council reserves the right to alter the number of hours worked each day/each week and/or the times at or the days on which the hours are to be worked. The post-holder will be given as much notice as is reasonably practicable of any change in the schedule of hours worked.

Clare County Council reserves the right to assign (or transfer) you to any beach in the County.

7. Policies & Procedures

The post-holder will be expected to abide & adhere to the policies & procedures applicable to Clare County Council. These include but are not limited to:

- Code of Conduct for Employees
- Attendance Management Policy & Sick Leave scheme
- Grievance
- Disciplinary
- Performance Management & Development System
- Confidentiality
- Communications Policy

8. Duties

Successful candidates will be required to abide by the Beach Lifeguard Regulations and may be required to undertake other duties from time to time, such duties being reasonably consistent with the position of Lifeguard.

9. Garda Vetting

The candidate will be required to complete the Garda Vetting process should they come under consideration for appointment.

10. Your right to appeal

The Council is committed to offering meaningful feedback to candidates who request it, and to dealing with such requests in a timely and efficient manner. In this regard, Clare County Council will automatically forward the marks awarded to you at interview and comments made by the Interview Board.

The Council will consider appeals in relation to eligibility, short-listing and final decisions of interview boards. Such appeals must be made by candidates in writing within **7 working days** of notification of the relevant decision. On receipt of an appeal, the selection decisions will be re-visited and the candidate will be informed of the outcome of this review.

11. General Data Protection Regulation :

Basis for Processing your Personal Information

The basis for processing your personal data is to progress your application for the position you have applied for with Clare Council under the Terms of the Employment (Information) Act 1994 and Human Resources Department policies and procedures.

Personal data sought for the purpose of recruitment will include your name, your contact details including e-mail address and mobile phone number, particulars of education, details regarding your record of employment and confirmation if you require an employment permit / visa / or work authorisation.

Sharing of Information

Outside of the relevant recruitment team, the information provided in your application form will only be shared for progressing the competition for which you have applied for, with a designated short-listing and / or interview board. If, following the competition you are placed on a Panel and offered a position, the information provided in your application form will form part of your Personnel File.

Storage Period

Your application will be retained for one year from the date a panel for this position is formed. In exceptional circumstances, panels can be extended for an additional year and your personal data will be kept until the extension has expired. Applications which are unsuccessful at interview stage will be retained for one year. Applications that are not progressed to interview stage will be destroyed post competition.

If you do not furnish the personal data requested, Clare County Council will not be able to progress your application form for the competition for which you are applying. Clare County Council's privacy statement can be accessed at [http://www.clarecoco.ie/\[info\]privacy-statement/](http://www.clarecoco.ie/[info]privacy-statement/).

CLARE COUNTY COUNCIL RESERVES THE RIGHT TO SHORTLIST CANDIDATES IN THE MANNER IT DEEMS MOST APPROPRIATE.

Expenses incurred by candidates in attending interview, etc., will be at the candidates own expense.

Clare County Council is an equal opportunities employer.

Clare County Council Elements of Beach Lifeguard Practical Test 2019

The Practical Test will be as recommended by Irish Water Safety. The current recommended test is as outlined below.

Timed Swim

1. 200-meter Freestyle in less than 4 mins. (starting in the water with Canbuoy / Rescue Tube and no tumble-turns).

Marked out of 45 from 3 minutes 15 seconds to 4 minutes = 45 marks to 1 mark

(If a candidate's timed swim is outside of 4 minutes, the candidate fails the Timed Swim Assessment).

Pool Assessment

2. 100-meter Tow with Canbuoy / Rescue Tube (Efficiency & correct procedure).
3. 25-meter approach, release and 25-meter carry (Front double).
4. 25-meter approach, release and 25-meter carry (Rear double).
5. Spinal injury management in shallow water (Splint or Clamp).
6. Underwater search 25m locate and pick up submerged manikin, exchange at surface for subject and administer deep water resuscitation for 10 meters.

(Water Work Section is Continuous)

Practical Basic Life Support Assessment Test

7. Practical BLS Assessment as per IWS Local Authority Beach Lifeguard test syllabus (Including General Aspects of Safe Lifeguarding - 10 Multiple Choice Questions).

For your information: The practical test for beach lifeguard is scheduled to take place at the Ennis Leisure Complex on Friday 19th April, 2019.

Clare County Council
Beach Lifeguard Regulations 2019

1. The hours of duty shall not be changed except by prior authorisation from the Water Safety Development Officer or other authorised person. Any days off to be notified, at a minimum 1 week in advance, to the Water Safety Development Officer.
2. Punctuality must be observed. Lifeguards should report to their station at least five minutes before the shift is due to start so as to be fully attired and ready for duty.
3. You will be expected to abide by the staff rules, codes of conduct and dress as laid down by Clare County Council from time to time. At all times when on duty, the Lifeguard shall be dressed in the proper lifeguard attire, as provided. (This attire should not be worn during off duty periods or anywhere other than the allocated patrol area).
4. Immediately on taking up duty each day, the Lifeguard shall text Valentia Coastguard (tel. 086 8563821) to confirm that you are on duty on your assigned beach e.g. "*Lahinch Beach, Co. Clare, on duty*".

Examine all lifesaving equipment to ensure it is in proper working order. Any defect should be reported immediately to the Water Safety Development Officer or other appropriate employee of Clare County Council.

5. The Lifeguard shall erect the appropriate flags and shall ensure that they are changed as necessary during the course of the day.
6. Lifeguards must at all times be alert. Reading, playing cards, participating in beach games and other such past-times are not permitted.
7. Unnecessary conversations with the public should be discouraged as laxity in observation on the part of the Lifeguard will result. Lifeguards should be courteous when addressed but conversations should be curtailed.
8. Personal belongings left in the hut are at the Lifeguard's own risk.
9. The last Lifeguard/s coming off duty shall be responsible for the removal of flags and the security of all equipment and the locking of the hut.
10. Each Lifeguard must keep and sign a daily log-book in which shall be recorded the general weather and tide conditions, what flags were flown and when they were changed in the course of the day, any incidents which occurred during the day and any other relevant information which may be required. Daily statistical information must also be entered.
11. Drinking intoxicating liquor or being under the influence of intoxicating liquor while on duty shall result in instant suspension from duty pending investigation.

12. While any person or persons are in, or adjacent to the water, the Lifeguards on duty shall be alert for their safety. Lifeguards shall not partake in any activity that might divert their attention from the area being used by bathers, surfers etc.
13. Lifeguards on patrol shall always have in their possession a can buoy/rescue tube and whistle.
14. Where there are two or more Lifeguards in an area one should stay near the station while the other is on patrol. Brief reports should be exchanged when they meet but Lifeguards should never be seen to congregate together or with other groups.
15. Only Lifeguard personnel are permitted to use any lifesaving or first aid equipment, or any of the facilities of the station with the exception of back-up services.
16. Lifeguards are not permitted to participate in any commercial operation in their area e.g. the sale or rental of any equipment or service etc.
17. Lifeguards shall maintain their fitness and their swimming ability throughout their period of employment. A record of each day's fitness sessions are to be recorded in the training log book.
18. Any Lifeguard who becomes sick or who suffers any disability, which would impair his/her efficiency (e.g. sprains, pulled muscles, etc.), must report the matter immediately to the Water Safety Development Officer.
19. In the event of any incidents Lifeguards shall not make any statements or comments to the press, public, or the news media unless specifically authorised to do so by the Water Safety Development Officer or other authorised person.
20. Lifeguards shall always be courteous to the public and impart any requested information, available to them regarding the state of tides, parts of the strand that are dangerous, etc.