

CHICAGO PARK DISTRICT

Beaches & Pools Unit

SEASONAL HIRING INFORMATION PACKET – SUMMER 2021

Completion of this process does not guarantee employment

SUBMIT YOUR APPLICATION

Applications for Seasonal Lifeguard positions can be submitted online at www.chicagoparkdistrict.com. Candidates must be 16 by July 1st to be hired for the 2021 season.

GET CERTIFIED

Lifeguards hired by the Chicago Park District must possess the following current certifications:

- American Red Cross Lifeguarding / First Aid / CPR / AED (*or equivalent*)
- American Red Cross Waterfront Skills (*or equivalent*)
- American Red Cross Administering Emergency Oxygen (*or equivalent*)
- Chicago Park District Lifeguard Certification (*awarded at completion of the swim test*)

Courses are offered at parks throughout Chicago, and you can find a listing of those programs by going to www.chicagoparkdistrict.com/lifeguards. Courses are also available to CPS High School students through the ASM Lifeguard Training Program (www.afterschoolmatters.org).

A digital copy of the current lifeguarding manual is available at www.redcross.org/participantmaterials.

Previously trained lifeguards can find their cards at www.redcross.org/take-a-class/digital-certificate.

PROVE YOURSELF

Lifeguards hired by the Chicago Park District must demonstrate that they possess the physical ability that is required for the job. Those physical abilities are:

- 200-yard swim in less than 3 min., 30 sec. (*4 min., 30 sec. for Shallow Water Attendants*)
- 20-yard underwater swim
- Retrieval of a 10-pound object from a depth of 10-14 feet
- Approach stroke 25 yards, retrieve a submerged manikin in deep water, and tow 25 yards.

The following dates have been designated for Lifeguard Testing. Tests will take place at various location. Candidates must submit an application before attending a lifeguard test. They will receive an email invitation to select their test date from the options listed below:

- Friday, March 19, 2021 – Stanton
- Saturday, March 20, 2021 – Stanton
- Friday, April 9, 2021 – Foster
- Saturday, April 10, 2021 – Foster
- Friday, April 23, 2021 – Kosciuszko
- Saturday, April 24, 2021 – Kosciuszko
- Saturday, May 15, 2021 – Ping Tom
- Saturday, May 22, 2021 – Ping Tom

Candidates will be asked to provide a current valid picture ID at the door in order to be admitted to the test.

COMPLETE ADDITIONAL SCREENING

All applicants seeking employment with the Chicago Park District must complete Human Resources screening and processing. These steps may include:

- Verification of Residency (current Driver's License or State ID with a Chicago address)
- Settlement of outstanding debts to the City of Chicago
- Fingerprint / Background Check (for candidates 17 and over)
- Drug Testing (may be conducted prior to employment and randomly throughout the summer)
- Verification of 20/20 Vision (Driver's License or Vision Test)
- Employment Paperwork, including I-9 and W-4 paperwork, completed and submitted

Instructions for additional processing will be provided by phone or e-mail from the Chicago Park District. Any processing that you are directed to do must be completed before you can be hired.

ATTEND A TRAINING ACADEMY

NEW GUARD ACADEMY

A five-day course on the operation of Chicago Park District Beaches & Pools. This course will allow trainers to assess a candidate's ability to be on time and prepared to work, follow directions, perform rescue and life-saving skills, and complete tasks under supervision. This assessment will result in a ranking, ensuring that the most qualified candidates receive first choice for work locations.

The following dates have been set aside for New Guard Academy. Candidates must register for this training at the lifeguard test before attending New Guard Academy.

- April 27 – May 1, 2021
- May 11 – May 15, 2021
- May 18 – May 22, 2021
- May 25 – May 29, 2021

NEW LIFEGUARD GRADUATION

Candidates who successfully complete the New Guard Academy will be invited to attend the New Lifeguard Graduation. There you will receive your interview date and time based on your class ranking. The graduation will take place at on Sunday, June 6, 2021

FORMER SCHOOL

A one-day training designed to assess the retention of basic skills. Candidates will be evaluated on all American Red Cross Waterfront Lifeguarding skills, including the written test. Candidates must demonstrate proficiency in all skills in order to be hired.

Candidates will be directed to review online training materials before attending their in-person skills assessment. Links to those trainings can be found on the Former School flier.

The following dates have been set aside for Former School. Candidates must register for this training at the lifeguard test before attending Former School. At registration, candidates' certification status will be checked and additional instructions may be provided.

- Saturday, March 20, 2021
- Sunday, March 21, 2021
- Saturday, March 27, 2021
- Sunday, March 28, 2021
- Saturday, April 10, 2021
- Sunday, April 11, 2021
- Sunday, April 18, 2021
- Saturday, April 24, 2021
- Sunday, April 25, 2021
- Sunday, May 2, 2021
- Saturday, May 8, 2021
- Sunday, May 16, 2021
- Sunday, May 23, 2021

GET HIRED

Once you've completed all of these steps, you will be invited to a final interview where your location assignment may be discussed and you may be offered a position for Summer 2021. A couple of things to keep in mind:

- The 2021 season will run from June 18th to September 6th.
- Positions are assigned based on staffing projections, seniority, and rank. Because of this you may not get assigned to your preferred location.
- Once hired, lifeguards will be expected to work 40 hours per week (30 hours per week for shallow water attendants) through Labor Day weekend.
- Extended absences will not be permitted during the summer season.

If you are a former lifeguard, you may be eligible for skeleton crew, which begins May 28th. Skeleton Crew positions are assigned on a first-come, first-serve basis.

COVID GUIDELINES AND LIMITATIONS

Beach and pool operations up to and including Summer 2021 will be subject to some uncertainty due to COVID health and safety guidelines

- Completion of the application and training process does not guarantee hiring.
- Don't wait to start the hiring process. This schedule is subject to change based on evolving health and safety guidelines, so don't miss out.
- Candidates must demonstrate compliance with health and safety protocols throughout the hiring process. Failure to wear a mask or maintain safe physical separation from others can be grounds for dismissal from any portion of the hiring process.
- Work as a Park District lifeguard will require interaction with the public and enforcement of COVID health and safety guidelines. If you are uncomfortable with that, this position may not be right for you.
- Capacity for most components will be limited, so don't be surprised if certain offerings fill up quickly. We have increased the number of offerings at every level to accommodate lifeguard candidates.

If you have any questions about the Chicago Park District's Lifeguard Hiring and Training process, please ask one of our Natatorium Instructors at any of our aquatic facilities. If you still have questions, you can contact the Beaches & Pools Unit at 773-363-2225.

Former Lifeguard Training Academy

FORMER LIFEGUARD TRAINING ACADEMY is an online and in-person review of knowledge and skills for the safe operation of a beach or swimming pool. It is open to returning lifeguards who possess a **current Red Cross Waterfront Lifeguard certification** and who worked for the Park District **as a lifeguard within the last two years (2019 or 2020)**. Candidates must complete the online training prior to in-person testing. In-person testing will consist of two written tests, a CPR skills test, and a rescue skills test.

- Link for Beaches & Pools online training (46 pages, 1 hour):
<https://forms.gle/FGRSGyZ3pUaqK7av5>
- Link for Red Cross Lifeguarding online knowledge review course (7 hours):
<https://www.redcrosslearning.com/course/73031950-15c1-11e7-b4e0-51657ecd06af>
- Link to a digital copy of the lifeguarding manual: www.redcross.org/participantmaterials
- To find proof of current certifications, visit www.redcross.org/take-a-class/digital-certificate

#	DATE	TIME	LOCATION	ADDRESS
1	Saturday, Mar. 20, 2021	9:30am – 4:30pm	Homan Square	3517 W. Arthington
2	Sunday, Mar. 21, 2021	9:30am – 4:30pm	Homan Square	3517 W. Arthington
3	Saturday, Mar. 27, 2021	9:30am – 4:30pm	Harrison Park	1824 S. Wood
4	Sunday, Mar. 28, 2021	9:30am – 4:30pm	Harrison Park	1824 S. Wood
5	Saturday, Apr. 10, 2021	9:30am – 4:30pm	Harrison Park	1824 S. Wood
6	Sunday, Apr. 11, 2021	9:30am – 4:30pm	Harrison Park	1824 S. Wood
7	Sunday, Apr. 18, 2021	9:30am – 4:30pm	Foster Park	1440 W. 84 th Street
8	Saturday, Apr. 24, 2021	9:30am – 4:30pm	Foster Park	1440 W. 84 th Street
9	Sunday, Apr. 25, 2021	9:30am – 4:30pm	Foster Park	1440 W. 84 th Street
10	Sunday, May 2, 2021	9:30am – 4:30pm	Stanton Park	618 W. Scott
11	Saturday, May 8, 2021	9:30am – 4:30pm	Stanton Park	618 W. Scott
12	Sunday, May 16, 2021	9:30am – 4:30pm	Stanton Park	618 W. Scott
13	Sunday, May 23, 2021	9:30am – 4:30pm	Stanton Park	618 W. Scott

The American Red Cross is in the process of updating their registration system. Information for candidates who need to be recertified through Former School will be available at sign-up.

Candidates, bring a **swimsuit, hip pack with pocket mask, face mask, and your own pen or pencil** to Former School and arrive on time.

New Lifeguard Training Academy

The NEW LIFEGUARD TRAINING ACADEMY will be held on **five (5) consecutive days**, including a final testing date. Only those applicants who have taken the qualifying LIFEGUARD SWIM TEST will be admitted. Registration for the Lifeguard Academy will be held on the test date.

ACADEMY #1	ACADEMY #2	ACADEMY #3	ACADEMY #4
<p>April 27 – May 1, 2021</p> <p>Tuesday – Friday 5:00 pm – 9:30 pm</p> <p>Saturday (Testing Day) 9:00 am – 3:00 pm</p> <p>Gage Park 2411 W. 55th Street</p> <p>* Street parking around the park</p> <p><u>Pool Training will be held at:</u> Foster Park 1440 W. 84th Street on Thursday, April 29th</p>	<p>May 11 – 15, 2021</p> <p>Tuesday – Friday 5:00 pm – 9:30 pm</p> <p>Saturday (Testing Day) 9:00 am – 3:00 pm</p> <p>Grand Crossing Park 7655 S. Ingleside Avenue</p> <p>* Parking lot at Grand Crossing Park</p> <p><u>Pool Training will be held at:</u> Foster Park 1440 W. 84th Street on Thurs., May 13th</p>	<p>May 18 – 22, 2021</p> <p>Tuesday – Friday 5:00 pm – 9:30 pm</p> <p>Saturday (Testing Day) 9:00 am – 3:00 pm</p> <p>Holstein Park 2200 N. Oakley Avenue</p> <p>* Street parking around the park</p> <p>* Blue Line stop at Milwaukee & Western</p> <p><u>Pool Training will be held at:</u> Stanton Park 618 W. Scott Street on Thursday, May 20th</p>	<p>May 25 – 29, 2021</p> <p>Tuesday – Friday 5:00 pm – 9:30 pm</p> <p>Saturday (Testing Day) 9:00 am – 3:00 pm</p> <p>McKinley Park 2210 W. Pershing Rd.</p> <p>* Parking lot on Pershing</p> <p>* Street parking around the park</p> <p>* Orange Line stop at Archer & 35th Street</p> <p><u>Pool Training will be held at:</u> McGuane Park 2903 S. Poplar Avenue on Thursday, May 27th</p>

New Lifeguard Academy is a comprehensive training program that will include a basic fitness component. Workout clothes are required for Tuesday, Wednesday, and Friday, and a swimsuit is required on Thursday. An American Red Cross Lifeguarding Book (r. 2017) is recommended, and a CPR Pocket Mask is required for all training days. Participants will be required to wear a face mask, and are strongly encouraged to have a back-up mask as well.