



**Town of Belmont**  
**Office of Parks & Recreation**  
PO Box 310, 143 Main Street, Belmont, NH 03220  
Phone & Fax (603) 267-1865  
[www.belmontnh.org](http://www.belmontnh.org)

**Job Description:** Beach Director

**Starting Salary:** \$13.00 per hour

**Position:** Seasonal Full Time Position

**Hours:** Sunday-Saturday, 8:45PM-5:15PM, 8 hour day, 40 hours per week, flexible schedule

**Qualifications:**

- Must be at least 18 years of age
- Red Cross Lifeguard Training (or equivalent), and CPR for the Professional Rescuer are requirements of the job and a condition of employment
- Criminal Background Check approval is required for applicants 18 years or older, 3 letters of reference for applicants under 18 years of age
- Ability to effectively communicate with the public, and staff
- Work cooperatively and harmoniously with people in an enthusiastic manner
- Ability to schedule staff to cover beach adequately for the season
- Ability to hire and train personnel to staff beach
- Knowledge of principles and practices of beach rules, policies, and procedures

**Supervision Received:** Works under the general supervision of the Recreation Director

**Supervision Exercised:** Supervises lifeguard staff

**Essential Functions:**

- Interview and hire lifeguard staff with Recreation Director
- Supervise and enforce swimming rules with regard to safety of patrons
- Maintain order at the beach and take steps to prevent trouble via instruction to lifeguards
- Assist Swim Instructor with equipment and supervision of participants as requested
- Check all equipment and supplies, and report any repairs or needs to the Recreation Director
- Perform required daily facility cleaning and upkeep
- Responsible for safety and well being of patrons
- Maintains a friendly and courteous relationship with beach patrons and employees
- Must be able to work under stressful situations when first aid treatment is required
- Must be able to respond quickly and accurately
- Must be able to work in extreme weather conditions
- Other duties as assigned

**Please direct questions to:** Janet Breton, Recreation Director  
[recreation@belmontnh.org](mailto:recreation@belmontnh.org)