



February 1, 2023

Dear Sea Girt Lifeguard,

Enclosed is your 2023 lifeguard application. Please fill it out completely and return to the Borough Hall address on the application. Please return to Borough Hall no later than **April 20th 2023. You can also scan and return as PDF to me by email. We have also added an online application to fill out instead if easier and you can find this at:**

<https://forms.gle/tpCw2mcCaqEBnE7Y9>

We will still need parts of the application, like the medical qualification, W4 and direct deposit returned by paper copy.

With **some** anticipated turnover this year, I would like to get a handle on who is planning on returning and what scheduling issues there may be. Many of you responded to my return intent request over the winter, some did not. If you are not returning, I would ask that you please let me know. Part time employees will again be held to advance scheduling and requirements for this summer. The beach has taken a beating from the storms in the fall months. We are constantly grading and moving sand over the winter to maintain the profile. The surf zone right now is very shallow with sandbars and breaking waves off shore. There are lots of inshore holes and areas for rip currents.

There will be a Pre Employment Swim and Stamina test at the Neptune Aquatic Club on **Saturday, April 22nd 6 pm – 8 pm.**

The second test will be **the following week at either the Atlantic Club or NJRC Pool - Time and Date TBD.** There is third date - Friday May 5th 4-5pm at the NAC. New applicants will be at the first date on Saturday at 6pm. You really should try to attend the April test to get the requalification's out of the way. **You will need to complete your SWIM and RUN requalification testing before full time starts – and this must be complete by June 16th.**

- ◆ The pool test will be: A 500m test in 10 minutes or less.
- ◆ The stamina test will be two parts: A 1 1/2 mile run in 12 minutes or less.
- ◆ You will need to be at the pool 15 minutes before the test. Please bring a towel, goggles etc., as they will not be provided for you. Please bring appropriate footwear for the run test.
- ◆ There are NO EXCEPTIONS – you must complete both sections before full time starts.

If you cannot make the pool test, you will have to take the test in the ocean before working full time. There will not be the available "run over to the pool" like we have been able to do in the past for testing.

P.O. Box 296 Sea Girt, New Jersey 08750
www.seagirtbeachpatrol.org 732.449.9335 LGHQ 732.449.9162 LGHQ fax

As always, we work weekends until the weekend of June (17/18) then start full time that weekend and work through the last weekend in September. We will have small pre-season crew working select towers after Memorial Day, prior to full time - similar to the past few years Monday to Friday.

As you know your work as a lifeguard is important, and the people that visit the beachfront rely on you for your professionalism and skills. Please be ready to work and be in shape for your job. Recertification training will be ongoing starting in May. We will have scheduled training weekends prior to MDW for this. These will be refresher weekends to complete the re-certifications of CPR, First Aid and review of operations. Many of you are home from school and ready to get to work, using these weekends before MDW is beneficial. We will also be utilizing the on line learning system we used last few years due to COVID19, so much of the work can be completed at home.

If you are interested in working pre-season, there will be a few spots available for work starting in April through June for pre-season work and assisting in getting the beachfront ready. Those hired or rehired are reminded that you are at will employees while employed.

The preseason work consists of maintenance to equipment, painting and getting all equipment ready for the season. We are looking to paint the inside of HQ in addition to our normal work. There is always something to do and the help is appreciated.

The Junior Lifeguard program schedule is being finalized and will be forwarded out to you once complete. All information will also be posted on line. We are looking forward to another great year with this program. We completed a survey with the parents from last year and the new changes. We anticipate a similar schedule for 2023. All of us play a part in the success of the JG program from the administration to the Lifeguard that instructs to the Lifeguard that sits solo while the program is in progress – it's a team effort. Thank you to everyone for your help and to Jill, Sarah and Gary leading the efforts with JGs and Surf School.

I have proposed increases and adjustments to the salary guide for this summer once again. Last year the starting salary was 15 per hour and I am asking for 16 or as close to it as I can get with adjustments to additional steps. The budget process is still in the works. We are always looking for good candidates and would appreciate your help in helping find some to fill spots with the best possible ones out there. The next few months will go fast – please get your information back and scheduling requests as soon as you can.

If you have any questions, please do not hesitate to call or email me.

Sincerely,

Timothy Harmon

Timothy Harmon
Chief of Lifeguards
Emergency Management Coordinator
Borough of Sea Girt, NJ

e. tharmon@seagirtboro.com seagirtbeachpatrol@gmail.com

o. 732.449.9335 x 603

m. 732.245.2860

f. 732.449.9162

P.O. Box 296 Sea Girt, New Jersey 08750
www.seagirtbeachpatrol.org 732.449.9335 LGHQ 732.449.9162 LGHQ fax



Employment Prerequisites for the Sea Girt Beach Patrol

1. Minimum age: 16 years of age
2. Physical Condition:
 - a. normal hearing
 - b. 20/20 vision normal or corrected
 - c. no disabling deformities or conditions
 - d. demonstration of the ability to handle any and all situations indigenous to the area of responsibility
 - e. **a medical doctors statement certifying that you are healthy enough and are in good physical shape to participate in the strenuous physical activity of a lifeguard. This is required for all lifeguards**
3. Each returning lifeguard and new applicant will participate in a pre-employment strength, stamina, and swimming test. This test will consist of the applicant completing a distance of 500 meters in a time of 10 minutes, a 50 meter cross chest carry of a victim, and a 1 ½ mile run in 12 minutes.
4. All lifeguard applicants will be trained in American Safety and Health Institute BLS Provider for the Healthcare Provider CPR. This will include training/testing in one man adult, two man adult, infant, child CPR, obstructed airway, breathing devices, oxygen and use of and AED and bag valve mask devices.
5. All lifeguard applicants will be trained/tested in American Safety and Health Institute Advanced First Aid. Additional training in cervical and spinal immobilization, emergencies specific to the beachfront, other common first aid emergencies, and interfacing with outside agencies in respect to medical emergencies. The above coursework totals the USLA minimum 21 hours of first aid training, however normally exceeds the minimum training time.
6. All lifeguard applicants hired (in training), will attend "Lifeguard School" a course of a minimum of 70 hours of open water lifeguard training, lifeguard operations skills, and ocean awareness, and other information pertinent to the job of a lifeguard such as Borough policies and procedures, sexual harassment, workplace bullying or violence, whistleblower protections and the proper procedure to report such incidents.
7. All lifeguards hired will be subject to background investigations conducted by the Borough of Sea Girt administration. Information and release of information request will be forwarded to you once hired/rehired.



LIFEGUARD & WATER SAFETY DEPARTMENT
APPLICATION FOR EMPLOYMENT

Name: _____ Social Security # _____
Mailing Address: _____ Summer Address: _____

Phone: _____ Phone: _____
Date of Birth: _____ Height: _____ Weight: _____

E-Mail Address: _____

Previous Sea Girt Beach Employment: _____

Other Beach Related Experience: _____

Date Available for Work: _____

Date Available Until: _____

Can You Work A Five Day Work Week? Y N If No, Then How Many Days: _____

T-Shirt Size S M L XL XXL Board Short/Waist Size: _____
Rash Guard Size S M L XL XXL Jacket size: _____

Do you hold a current CPR card: Y N date of expiration: _____

Do you hold a current First Aid card: Y N date of expiration: _____

Do you hold any USLA open water lifeguard certification: Y N

Do you hold any other certification pertinent to Lifeguarding: _____

Signature: _____ Date: _____

*Please send all applications to: Borough of Sea Girt
Attn: Beach Department-Lifeguards
P.O. Box 296
Sea Girt, N.J. 08750*

Be advised: Lifeguarding is a physically demanding job. You will need a Medical Doctors note stating that you are able to perform the duties of a lifeguard.

- If you are a **new applicant**, you will need this before the pre employment swim test in May.
- If you are a **returning Sea Girt Lifeguard**, you will need this before you start any type of work related duties for the Borough of Sea Girt or sign the Employee Qualification form attached certifying you are physically able to perform the job of a Lifeguard since last physical.

FOR OFFICE USE ONLY:

Rate of Pay: _____ Amount: _____

Pre Employment Swim Time: _____

Pre Employment Run: _____

Open Water Certification Time: _____

Certification Run: _____

Open Water Testing Checklist:

Sit Row _____
Stand Row _____
Run _____
Kayak _____
Paddle _____
Rescue _____
Line/Torp _____
First Aid Training _____
Backboard _____
CPR _____
AED _____
Other _____
Other _____

Uniform:

Shirt Size: _____ # of _____
Tank Top: _____ # of _____
Short Size: _____ # of: _____
Long Sleeve: _____
Wind Pant: _____
Hat: _____
Whistle: _____
Rash Grd: _____
Other: _____
Other: _____

Notes:



Sea Girt Employee Qualification Certification

Employee Name	
Position/Title	
Period Beginning May 1, 2023	
Other	

Driver Qualification

I certify that both my Driver's License and commercial Driver's License are current with no disqualifications.

Signature

Date

--

Certification Verification

I agree to supply a current copy of my Driver's License for Verification.

Signature

Date

Witness Signature

Date



DIRECT DEPOSIT INFORMATION

EMPLOYEE NAME: _____

NO CHANGES FROM PREVIOUS YEAR: _____



NEW ACCOUNT/NEW BANKING INFORMATION

BANK NAME: _____

ACCOUNT NUMBER: _____

ROUTING NUMBER: _____

CHECKING: _____ SAVINGS: _____ (please check one)



Medical Qualification for Sea Girt Beach Patrol

I certify that I have examined and documented the following individual:

Name: _____

Mailing Address: _____ Summer Address: _____

Phone: _____

Date of Birth: _____ Height: _____ Weight: _____

and certify that his/her condition below:

_____ **does** possess adequate vision, hearing acuity, physical ability and stamina to perform the strenuous duties of an open water ocean lifeguard

_____ **does not** possess adequate vision, hearing acuity, physical ability and stamina to perform the strenuous duties of an open water ocean lifeguard

To perform the effective duties of an open water ocean lifeguard the above must be able to do the following: (some examples listed below)

- Ocean Swimming
- Run and sprint in the soft and hard sand
- Jump and land in the sand from their tower four -six feet in the air
- Use equipment such as a rescue can, paddleboard, ocean kayak, lift a backboard with a patient on it
- Able to row a boat
- Able to swim and rescue someone in the ocean larger than them and bring them to safety
- Able to perform CPR skills for extended period of time

Signature of Physician

Date

Physician address