



MAC Recreation District

1195 SE Kemper Way, Madras, OR 97741

541.475.4253 • www.macrecdistrict.com

Emergency Lifeguard Recruitment & Retention Incentives Policy

Section 1. Purpose

The purpose of this policy is to establish emergency lifeguard recruitment and retention incentives in the event that the MACRD experiences a lifeguard staffing shortage that impacts Madras Aquatic Center (MAC) operations.

Section 2. Definitions

Terms used in this policy include:

1. Severe lifeguard staffing shortage: when available lifeguard staffing is insufficient to support scheduled MAC activities.
2. Incentives: designed to attract and retain future and current lifeguard certified employees.
3. Emergency: If the shortage of lifeguards is without sufficient timing to recruit participants and hold a lifeguard class before the staffing shortage will impact operational schedules.

Section 3. Eligibility

This policy applies to all potential lifeguard employees, current employees who are enrolled in a lifeguard class to become certified, and current certified lifeguards at the time the policy is enacted.

All employees, regardless of how many hours they work, are eligible for incentives 1, 2, and 3 listed in section 5. Employees must work at least half time (1040 hours annually) to be eligible for the bonus incentive 4.

Section 5. Recruitment Incentives

Potential employees who successfully complete their lifeguard certification and/or are already lifeguard certified at their time of hire are eligible for the following incentives:

1. Up to 30 hours of backpay for the time spent in their lifeguard certification class; and
2. Reimbursement of their lifeguard certification class fee and the MAC will pay all fees associated with certification with the American Red Cross; and
3. \$250 bonus on their first paycheck;
4. \$500 bonus after they have completed one year of employment with the MACRD



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Current employees who decide to become lifeguard certified are eligible for the following incentives:

1. Alleviation of duties during the lifeguard certification class, and the MACRD will pay for the registration fee;
2. \$500 bonus on the first paycheck after they have successfully completed lifeguard certification.

Current lifeguard certified employees are eligible for the following incentives:

1. \$500 bonus on the first paycheck after the emergency staffing shortage is declared.

All bonuses will be included as taxable income during a regularly scheduled pay period.

Potential and current employees may opt out of the incentive by providing a statement in writing that they have chosen to forgo the incentive.

Section 6. **Authority to declare and resolve emergency staffing shortages**

The executive director has the authority to declare and resolve an emergency staffing shortage.

To declare and resolve an emergency staffing shortage, the executive director will report to the board, on the record, at a publicly noticed board meeting that they are activating or inactivating this policy.