

## **BIG CEDAR LAKE PROTECTION AND REHABILITATION DISTRICT MEETING**

2025 Summer Opening

Position Title: Water Safety Patrol Officer  
(Summer & Winter)

Contact: Chief Jeff Rollins

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Office 262-629-9322

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### **Position Summary:**

Under the supervision of the Chief of the Water Safety patrol or any directly assigned superior or any other superior Water Safety Patrol Officer of the Lake District; to perform Water Safety Patrol tasks, and to perform any assignment directed to him/her.

### **Duties/Responsibilities:**

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned and are to be performed.

- Enforce Federal and State regulations, especially Chapter 30, Wis. Stats., and BCLPRD Ordinances and Ordinances of the SLPRD and LCLPRD if working water safety patrol (summer or winter) at Silver Lake PRD or Little Cedar Lake PRD.
- Perform Water Safety Patrol duties, protecting persons and property, during the summer and the winter and enforce launch fee ordinances.
- Investigate all complaints assigned to the Officer and all incidents that come to the Officer's attention while on patrol.
- Investigate accidents, including taking photographs, collecting and preserving evidence, providing emergency first aid whenever necessary.
- Keep records and write/dictate complete, accurate and concise reports.
- Attend court on behalf of BCLPRD, SLPRD, and LCLPRD whenever necessary as witness or otherwise.
- Attend schools and in-service as directed, successfully attaining passing grades.
- Operate/drive a boat, snowmobile, or ATV as required
- Work a minimum of 60 hours per year on water safety patrol duties on Big Cedar, Little Cedar and Silver Lakes, not including boater safety course instructor duties. This position entails weekday and weekend scheduling availability.
- Comply with the Policies and Special Orders of the BCLPRD
- Successfully meet or exceed the minimum standard or performance levels of BCLPRD Policies or Special Orders that require periodic testing or qualifying.
- Maintain Police Certification, Minimum Training hours, EVOC, and Weapon Qualifications.
- Enforce Intergovernmental Ordinances agreed upon with the Town of West Bend Police

Department.

**Work Direction Received:**

Works under the supervision of the Chief of the Water Safety Patrol , any directly assigned superior, or any other superior Water Safety Patrol Officer of the Lake District.

**Interaction:**

There is significant interaction with other law enforcement agencies, County departments, the District Attorney's Office, the court system, BCLPRD employees and Commissioners and the general public.

**Essential Knowledge and Abilities:**

Ability to assimilate knowledge of Federal and State regulations, especially Chapter 30, Wis. Stats., and BCLPRD, SLPRD, and LCLPRD Ordinances, courtroom procedures and statutory provisions relating to arrest, search and seizure, the methods employed in crime and accident prevention, the methods employed in the apprehension of criminals and State law and BCLPRD, SLPRD and LCLPRD Ordinance offenders.

Working skill in learning and applying policy principles, practices methods, techniques, and equipment as required.

Ability to assimilate knowledge of first aid practices and procedures, utilizing this knowledge effectively.

Working skill in operating a boat, ATV, and snowmobile safely.

Knowledge of safe boating, ATV, and snowmobile laws and practices.

Ability in gathering information and keeping clear and concise records and reports.

Considerable skill to act with judgement in emergency and stressful situations.

Able to fulfill physical demands of job, sensory demands (seeing and hearing), and cognitive demands, (concentration, conceptualization, memorization).

**Training and Experience:**

Must have a high school diploma or GED's equivalent.

Associate degree or sixty (60) college credits from an accredited technical school, college or university in police science or related field.

Must possess certification as a law enforcement officer or be eligible for certification as a law enforcement officer by the State of Wisconsin (having completed requirements of police recruit school).

Must be a citizen of the United States, attained the age of 21 by final application date, possess an unrestricted Wisconsin driver's license with vision correctable to 20/20, ability to distinguish color, and shall not have been convicted of a crime equivalent to a felony or serious misdemeanor under Wisconsin law.

Must pass a required physical exam, and drug testing prior to employment.

Maintain good physical condition with weight proportioned to height.