



## J-1 WORK AND TRAVEL PROGRAM

# JOB OFFER AGREEMENT FORM

**Exchange Visitor ID number**

### HOST ENTITY INFORMATION

Host Entity Name: Galveston Park Board  
Site of Activity Address: 201 Seawall Blvd., Galveston, TX, 77550, United States

### JOB INFORMATION

**Job Title** Lifeguard  
**Start date - Earliest** 2025-06-13 **Latest** 2025-07-01  
**End date - Earliest** 2025-09-10 **Latest** 2025-10-01  
**Guaranteed salary/wage per hour before deductions** 18.00 \$ per hour  
**Average hours per week** 32  
**Required Interviews** Sponsor Interview, Host Interview, Application Video

### HOUSING INFORMATION

**Housing Model** Participant arranged

### EXCHANGE VISITOR SECTION

Exchange Visitor Printed Name	Date of birth
Program Start Date	Program End Date
Signature	Date
Sponsor or agency representative name	

I confirm that I have read, understood, and agreed to the conditions outlined in this job offer. I agree to adhere to all Alliance Abroad and Department of State program rules regarding employment and program participation, including the Terms and Conditions which were part of my program application. If I change jobs without receiving prior permission from Alliance Abroad, or if I violate other Alliance Abroad rules or J-1 program regulations, Alliance Abroad may end my program early, and I will be required to return home. I understand that if my program ends due to regulation violations it may have a negative impact on future U.S. visa applications.

### Section 1

### HOST ENTITY INFORMATION

Entity name	Galveston Park Board
Description	Spend your summer on the beach in a fun, challenging, and responsible position working for the Galveston Island Park Board
Web site	<a href="https://www.galvestonparkboard.org/">https://www.galvestonparkboard.org/</a>
Primary contact name	Susan Keeble
Title	Director of Human Resources
Phone 1	4097975170

Email	skeeble@galvestonparkboard.org
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## Section 2

### DETAILED JOB INFORMATION

Site of Activity address	201 Seawall Blvd., Galveston, TX, 77550, United States
Job Title	Lifeguard
Special requirements	<p>You must submit a video swimming 500 meters in 10 min or less to be approved for the position/to come train</p> <p>Student must provide doctor's note proving acceptable hearing &amp; vision to perform as a lifeguard. The document (attached) can be completed prior to arrival or within two days of arrival in USA. You are responsible for cost of doctor's appointment (in the USA it may be \$50-\$100 or more)</p> <p>Students must also pass a urine drug screen &amp; background check upon arrival</p> <p>Must be willing to work outdoors in all weather conditions. Typically bright sun and very hot (95-101F at hottest point of day). Must be able to stand/walk for majority of shift (with some breaks). See attached job description for physical demands</p>
Position details and description	<p>Open Water Lifeguard - Will be responsible for water surveillance of beach to ensure safety, administer First aid and CPR when needed, enforce beach rules, give tourist information and keep general maintenance of work site.</p> <p>Tryouts will be held at UTMB Field House Pool: 301 Holiday Dr., Galveston, TX 77550  Tryouts Dates and classes:  May 1  Rookie school 5/1-9  May 11  Rookie school 5/11-19  June 15  Rookie school 6/15-23  July 1  Rookie school 7/1-9</p> <p>Requirements to advance: Swim 500 Meters in less than 10 minutes, pass background/drug screen and physical.</p> <p>Lifeguard Academy begins immediately following the tryout. The Lifeguard Academy runs 8-10 hours per day. Please bring food and drink.</p> <p>Lifeguard Academy Location: Stewart Beach Pavilion - 201 Seawall Blvd., 3rd floor.</p> <p>Please see attached Galveston Island Beach Patrol Tryout/Lifeguard Academy Schedule document for further details.</p>
Department	Park Operations
Work schedule Shifts may vary; Hours may be reduced depending on business needs, weather, economic situations, your performance, sick time and other circumstances.	<p><i>The earliest start time is 10:00 am and the latest stop time is 9:00 pm. A typical schedule is 10:10 am to 8:30 pm, but this may vary depending on the business needs.</i></p> <p><i>Participants will work during national holidays</i></p>
Average hours per week	32

Guaranteed salary/wage per hour before deductions Employers must lawfully abide by their state and local minimum wage laws for tipped and non-tipped positions. As minimum wage increases annually, even if it is in the middle of a J-1 Summer Work Travel program, employers must follow their state minimum wage laws and increase pay for any employees who's wages do not meet the new state minimum. Participants should be compensated the higher of federal, state or local minimum wage. If an employee's tips combined with their hourly wage do not meet the minimum wage requirement, the employer must make up the difference.	\$18.00
Is Overtime available	No
Required skills	<p>Students must submit a video of them swimming 500 meters in 10 minutes or less to be approved for the position and to come train.</p> <p>Student must provide documentation from a doctor that they have acceptable vision &amp; hearing. This document (attached) can be completed prior to arrival or within two days of arrival in Galveston. You are responsible for cost of doctor's appointment, which in the USA may be \$50-\$100 or more (rate will vary at each medical provider)</p> <p>Employees must also pass a urine drug screen and a background check upon arrival.</p> <p>Students MUST pass; Red Cross Medical Course, USLA Open Water Lifeguard Course, and Galveston Island Beach Patrol Lifeguard Academy. After Lifeguard Academy Training course is completed there are 2 more swim test during the summer season, the 5 slowest lifeguards from whole staff must swim 1000 meters in 18 minutes or under.</p> <p>Students should be aware that heavy lifting up to 100+ pounds may be required on occasion.</p>
Required experience	ability to swim
English level	Excellent
Supervisor	Tony Pryor

### Section 3

#### POSITION REQUIREMENTS

Grooming	
Grooming standards	Please see attached document
Dress code	<p>Company supplied swim shorts, swimsuits for ladies, two short sleeve tshirts, one long sleeve tshirt, a hat, whistle. Employees purchase their own buoy and swim fins.</p> <p>If participant loses the uniform will need to purchase a new one at full cost.</p> <p>Please see attached document.</p>
Uniform provided?	Yes
Cost to Exchange Visitor	\$85 total: \$55 buoy fee and \$30 for fins. Company supplied swim shorts, swimsuits for ladies, two short sleeve tshirts, one long sleeve tshirt, a hat, whistle and swim fins
When is uniform fee due	on arrival

Screening	
Host Entity will require a drug test	Yes
Host Entity will provide the drug test	yes
Description of drug screening policy	The drug test is the first day of training. If participants fail the drug test they no longer have a position with this company
Will Exchange Visitors incur a cost for screening	No
Cost to Exchange Visitors (if applicable)	none
When is screening fee due	none
Payment	
Payment schedule	bi_weekly
Allowances, bonuses, and/or incentives	\$2/hour incentive for staff who work 500 or more hours during the season.
Description	<p>*Must bring J1 Visa, DS-2019 form and I-94 form on the first day or participant won't be able to work/train</p> <p>If the weather is extremely poor, participants are still expected to report for work and supervisors will provide training (referred to as in-service hours). The only instance that may lead to a reduction in hours would be in the event of a major weather incident such as a hurricane.</p>
Training / Orientation	
Host Entity provides training/orientation	Yes
Description	120 hours - approximately 2 weeks and includes Red Cross Medical course, USLA open water course, and the Galveston island beach patrol course. Training costs are covered by Galveston Park Board. During the training the pay is minimum wage \$7.25
Will Exchange Visitors be paid during training/orientation	Yes
Length of training/orientation	Lifeguard Academy - 120 hrs
Will Exchange Visitors incur a cost for training/orientation	No

## Section 4

### HOUSING INFORMATION

If company provided housing or temporary housing is not offered, Exchange Visitors will need to secure housing after they have accepted the job offer.

Does Host Entity provide temporary housing?	No
Duration of temporary housing	N/A
Cost of temporary housing	company doesn't provide housing

## Housing Lead 1

Housing model	Participant arranged
Gender requirement	Any
Housing type	Other
Housing name	Maria Alverdin Housing
Contact name	Maria Alverdin
Address	5707 Avenue Q 1/2, Galveston, TX, 77551
E-mail	mariaalverdin@icloud.com
Phone	(409) 457-4585
Housing cost	375.0
How often is rent due?	Per month
Is weekly cost/rent payroll deducted?	No
Housing deposit	200.0
Is housing deposit payroll deducted?	No
Is deposit refundable	Yes
Deposit refund policy	Yes
Can housing be co-ed	Yes
Is renters insurance required	No
Distance between work site and housing	Varies- depending on the work place, but should not be more than 5 miles each way
Transportation details	Participants can use the public transportation here: <a href="https://www.galvestontx.gov/393/Transportation">https://www.galvestontx.gov/393/Transportation</a>  Uber, Taxis
Description	<p>Housing rent and deposit cost is subject to change based on availability. Housing rate is per person, per bed. There are 2-3 bunk beds per room, which means 4-6 participants per room, no bed sharing. Participants are not responsible for paying their roommates portion of rent. There is no smoking on the property; if you violate the no smoking policy it is a \$50 fine per individual or per resident if it cannot be determined who is violating the no smoking policy.</p> <p>Housing Address to Report to: 5707 Avenue Q 1/2, Galveston, TX 77551 This is the address to report, he has 6 houses.</p> <p>May be placed at following housing addresses: 5803 ave Q1/2; 5801 ave Q1/2; 5718 ave Q1/2; 5707 ave Q1/2; 4302 ave O 1/2; some houses are for 6-8 or 12 persons</p> <p>Please contact housing directly to confirm pricing; pricing listed above is subject to change without notice and cannot be guaranteed.</p>

Number of beds per room	4
Number of bedrooms	4
Exchange Visitors per room	4
Bathrooms per property	2
Bedding and towels	No
Bedding and towel payment due	Bedding and towels are provided- but participants MUST bring their own as well
Kitchen facilities	Yes - Stoves, dishes, silverware, pots, pans
Additional items must bring	Personal items, Bedding, pillow cases, linen, duvet and towels Depending on the housing- there are 1 - 4 bathrooms per house
Additional comments	Housing rate is per person, per bed. There are 3-4 beds per room, which means 3-4 participants per room, no bed sharing. Participants are not responsible for paying their roommate's portion of rent. There is no smoking on the property; if you violate the no smoking policy it is a \$50 fine per individual or per resident if it cannot be determined who is violating the no smoking policy.
Included in cost	The rent is per month per student: \$375/month  Utilities Cable TV Internet
Administration fee	100.0
Administration fee due	Prior to arrival
Housing deposit due	\$200 Housing deposit is refundable if everything is left in good conditions.  \$100 Admin fee is non-refundable.
Housing deposit refundable	Yes
Further information on housing refund policy	Yes - \$200 of the deposit is refundable at end of program if the participant stayed the agreed upon amount of time and the housing is left clean and without damages. \$100 kept as an administrative fee.
Lease required	No
Length of lease	3 Months
Further information on length of lease	This is a short term lease - 3 months lease required.

## Section 5

### ARRIVAL INSTRUCTIONS

Alliance Abroad provides Orientation to all Exchange Visitors either in the Exchange Visitors home country or in the United States. If Exchange Visitors attend Orientation in their home country, they will travel directly to the Host Entity upon arrival. If Exchange Visitors attend Orientation in the U.S., they will travel to the Host Entity after Orientation is completed.

Closest port of entry airport	IAH - George Bush Intercontinental/Houston (Houston, TX)
Nearest airport to site of activity	IAH - George Bush Intercontinental/Houston (Houston, TX)
Airport/bus/train pickup provided	No
General arrival instructions	<p>Before planning to arrive to Galveston make sure you book your airport transportation in advance, otherwise you will have to pay between \$150-\$200 for a taxi upon arrival at the airport. The following website will provide the various options on how to arrange airport transfer and please book one prior to arrival.</p> <p>Galveston Limousine Shuttle Services has routine shuttles daily at 10:30 am, 12:30 pm and 4:00 pm  <a href="https://galvestonlimo.com/airport-shuttle/">https://galvestonlimo.com/airport-shuttle/</a></p> <p>Additional transportation options include:  Republic Limo- <a href="http://www.republiclimo.com/index.php">http://www.republiclimo.com/index.php</a> - Reservation in advance is required minimum of 32 hr. When booking they need to ask for the Senior Military Rate to receive a \$10 discount (they included AAG on their discount program).</p> <p>Galveston Express-  <a href="http://galvestonexpress.com/">http://galvestonexpress.com/</a> - minimum of 24 hr reservation required. Rates information available on the website. The shuttle is working Friday- Sunday and every other Monday and Thursday.</p> <p>If you arrive late at night and none of the transportation options are available to you at that time, you will need to make arrangements to stay at the nearby hotel/motel until the next day.</p> <p>Nearby Houston Airport - approx \$89/night:  Airway Inn  2221 Greens Road  Houston, TX 77032  (281) 443-9922  <a href="https://www.usamotels.top/airway-inn-houston/">https://www.usamotels.top/airway-inn-houston/</a></p> <p>Motel in Galveston:  Quality Inn and Suites - Beachfront  5924 Seawall Blvd, Galveston, TX 77551  <a href="http://www.qualityinngalveston.com">www.qualityinngalveston.com</a>  409-740-1088</p> <p>AAG will send more details regarding orientation and further company specific instructions closer to arrival. Company does not provide transportation to or from work. Participants should be able to walk or bike to/from work.</p>
Should Exchange Visitors contact Host Entity before arrival	No
Upon arrival, Exchange Visitors should report	Participant Arranged Housing Location
Phone number	409 797 5170
Preferred arrival days	Monday-Friday
Preferred arrival times	8AM -5PM

## Section 6

### ADDITIONAL INFORMATION

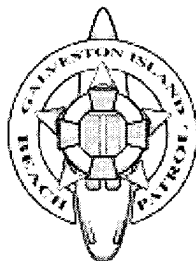
Social Security Information	
Address of the nearest social security office	2835 GULF FRWY SOUTH League City, TX 77573
Distance of SSO from SOA	24 Miles
Will Host Entity provide transportation to the nearest Social Security office	Yes
Will Host Entity help Exchange Visitors make copies of the necessary documents	Yes

## Section 7

### POTENTIAL CULTURAL ACTIVITIES

Cultural events will be provided by the AAG Outreach Coordinator
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Galveston Island Beach Patrol  
Galveston Park Board Police Department  
Park Board of Trustees of the City of Galveston  
601 Tremont Street  
Galveston, Texas 77550  
409-763-4769  
FAX: 409-763-5868  
E-Mail: beachpatrol@galvestonparkboard.org

RE: OPEN WATER LIFEGUARD PHYSICAL EXAMINATION

DATE: \_\_\_\_\_

\_\_\_\_\_  
(PRINTED NAME OF PERSON RECEIVING PHYSICAL EXAM)

I have personally examined the above named person and conclude that the individual possesses:

- adequate vision,
- hearing acuity,
- physical ability and
- stamina

to perform the duties of an open water lifeguard.

\_\_\_\_\_  
(SIGNATURE OF Doctor of Medicine (MD) OR Doctor of Osteopathic Medicine (DO))

\_\_\_\_\_  
(PRINTED NAME OF MD OR DO)

\_\_\_\_\_  
(OFFICE ADDRESS, CITY, STATE OF MD OR DO)

\_\_\_\_\_  
(TELEPHONE NUMBER OF MD OR DO)