

Head Swim Instructor

Starting Pay Rate: \$9.50/hr

Under close supervision of the Parks and Recreation Director plans, organizes, and provides direct supervision of quality swimming and water safety instruction programs.

Example of Duties

- Assists with organization and direction of registration for swim lesson and aquatic programs.
- Provides direct supervision of all aquatic facility swim instructors and programs.
- Assigns swim instructors and plans and supervises class teaching outlines, methods and goals that support the general teaching outlines provided by the American Red Cross Swimming Program.
- Ensure that swim instructors provide a high level of quality instruction for all students.
- Ensure that all students are registered, prior to beginning class.
- Establish positive public relations with parents/guardians of class students, helping them recognize and understand swimming developments and achievements.
- Resolve simple public complaints related to swim instruction and refer other complaints immediately to the Parks and Recreation Director.
- Enforce pool safety standards and facility operation rules for all individuals using the facilities.
- Help organize and assist in development of special programs, activities or instruction.
- Complete and submit records and documentation of completed lessons to the American Red Cross office.
- Maintains appropriate aquatic records, including employee and registrant information.
- Identifies and reports maintenance and pool chemistry issues to the Parks and Recreation Director.
- Performs related duties as required.

Education and Experience

- Must be 18 years of age
- High school graduate or equivalent
- Two (2) years of paid Swim Instruction or previous supervisory experience.

Requirements

- American Red Cross Water Safety Instructor Certification, CPR for the Professional Rescuer and First Aid
- Prefer American Red Cross Lifeguard Training Certification, American Red Cross Lifeguard Instructor certification and pool operator certification.