



## SWIM INSTRUCTOR JOB DESCRIPTION

**TITLE:** Swim Lesson Instructor

**SUPERVISOR:** Asst. Aquatics Director; Aquatics Director; Swim Lesson Coordinator

**DEPARTMENT:** Aquatics

**CLASSIFICATION:** Part-Time; 10-30 hours

**PURPOSE:**

The primary purpose of employees in this class is to conduct swim lessons to various participants and groups of different ages, abilities, and demographics including, but not limited to: parent/child, group lessons, private lessons, and adult lessons. Swim Instructors must be proficient in the skill levels they are teaching, as well as, being comfortable demonstrating each skill as needed. They must be prepared with a lesson plan, able to comfortably maintain control of the participants for safety and provide a friendly, inviting, and educational environment.

**MINIMUM QUALIFICATIONS:**

- 15 years of age or older.
- Must be available to work nights, weekends, and some holidays.
- Current First Aid/CPR/AED Certification or willingness to obtain.
- Current Starfish Aquatics Institute Certification or willingness to obtain.

**PHYSICAL DEMANDS:**

- Ability to lift up to 50 pounds.
- Ability to maintain alertness while sitting, standing, or walking for various lengths of time.
- Exposure to sunlight and heat.
- Exposure to hazardous pool chemicals.

**DUTIES & RESPONSIBILITIES:**

- Ability to adapt to participant(s) needs based on ability and objectives.
- Assess learning needs of participant(s).
- Model appropriate teaching methods and instructor skills.

- Ensures lessons meet level goals, objectives, safety while striving to prevent accidents and maintain discipline.
- Always maintains adequate supervision during in-water skill sessions.
- Evaluates participants as they perform skills; providing timely, positive, and corrective feedback to encourage growth.
- Communicates regularly with participant(s) and parents to further progress. Responds in a timely manner to all forms of correspondence from parents, leadership staff, and fellow staff members.
- Completes records and reports as required.
- Keeps Aquatics Director, or designee informed of any problems that may arise with members, clients, other staff, or facility operations.

**CRITERIA FOR SUCCESS:**

- Provides quality swim lesson curriculum that is easy to understand, promotes growth, and provides an enjoyable experience to the participant(s).
- Attends all in-service training, maintains accurate availability, and communicates with leadership staff in a timely manner when issues may arise.
- Teaches at least four swim lessons per pay period.