

SOUTH WINDSOR PARKS & RECREATION DEPARTMENT
Water Safety Instructor
Job Description

General Description

The Water Safety Instructor is responsible for instructing various levels the American Red Cross Learn-to-Swim Program, and ensuring the safety of their students. While on the job, a Water Safety Instructor should step in and help lifeguards as needed. An employee in this position has some potential for occupational exposure to human blood or other potentially infectious materials as a result of performance of the employee's duties.

Supervision

Work is performed under the direct supervision of the Head Guard and Pool Director at Veteran's Memorial Park and overseen by the Recreation Supervisor at the South Windsor Recreation Department.

Job Duties

(The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Primary Responsibilities

- Develop appropriate lesson plans
- Monitor participant's performance, providing positive reinforcement and corrective feedback
- Maintain accurate records of attendance and completion of courses
- Complete proper paperwork when needed
- Complete course completion certificates for participants
- Maintain open lines of communication with parents regarding the child's progress
- Maintain knowledge of current teaching methods and swimming techniques
- Pick up equipment after each class
- Clean park when on break.
- Adhere to established safety and health procedures and practices with the purpose of preventing injury and illness
- Advise the Head Guard and the Pool Director on significant matters and support the achievement of institutional goals
- Maintain a comprehensive knowledge of the facility and emergency procedures
- Have the ability to work in a lifeguarding capacity, as described in the **SWPRD Lifeguard Job Description**

Secondary Responsibilities

- Take inventory and inspect equipment for Learn-To-Swim Program.
- Assist in providing first aid/emergency care as needed
- Monitor patron behavior and enforce pool rules whenever possible

Qualifications

- Current American Red Cross Water Safety Instructor certification
- Current American Red Cross Lifeguard Training certification
- Current American Red Cross CPR & AED certification
- Must be at least 16 years of age

Minimum Knowledge, Skills, and Abilities

- Must be able to communicate effectively with other staff, patrons, and emergency personnel
- Able to work well with students of all ages
- Able to demonstrate swimming skills to an adequate skill level
- Apparent outgoing and personable demeanor towards others

Preferences

- Previous experience
 - Working with children
 - Working at an aquatic facility
 - Volunteering