



**SWIM INSTRUCTOR JOB DESCRIPTION  
SEASONAL JUNE 24 – AUGUST 3**

**POSITION SUMMARY:**

Responsible for planning, coordinating and instructing lessons of all levels and abilities based on American Red Cross (ARC) standards.

**PRINCIPLE DUTIES & RESPONSIBILITIES:**

- Responsible for providing instruction to all swim lesson participants.
- Assure the safety of participants in class.
- Evaluating and enrolling participants in the appropriate level.
- Create master schedule for all levels and abilities.
- Work hours as scheduled, including before and after class time; helping to answer participants and/or parents' questions as needed.
- Record and submit weekly attendance.
- Evaluate students' progress in swim lessons.
- Monitor and engage in all waterfront recreation activities.
- Attends mandatory meetings and training sessions as scheduled.
- Act immediately and render aid in the event of an emergency.
- Appear professional in appearance and attitude at all times.
- Complete all other duties as assigned and appropriate.

**QUALIFICATIONS:**

- Must be 16 years of age.
- Possess an American Red Cross Water Safety Instructor (WSI) certification.
- Ability to teach with energy and enthusiasm.
- Ability to interact positively with patrons.
- Possess knowledge and the ability to demonstrate skills during swim lesson instruction.
- Ability to demonstrate skills as required for class content using teaching aids such as kickboards, diving rings, noodles, etc.