



HAINES BOROUGH
POSITION DESCRIPTION
Water Safety Instructor

SUMMARY:

This part-time position is under the direct supervision of the Pool Manager. This job description reflects the administration's assignment of essential duties and responsibilities. It does not prescribe or restrict the tasks that may be assigned.

EXAMPLES OF DUTIES:

1. Perform swimming and water safety instruction as assigned by the Pool Manager.
2. Know and teach the material from the American Red Cross Water Safety Instructor's Manual.
3. Ready equipment and set up teaching area, lines or platforms, etc., prior to class, and put away equipment after class.
4. Maintain good communication with the students and parents.
5. Maintain a standard of safety at all times.
6. Complete all necessary paperwork in a timely manner.
7. Implement and enforce pool principles and practices of facility rules, policies, and procedures.
8. Respond to patron concerns and questions.
9. Perform other duties as required by the Pool Manager.

KNOWLEDGE AND ABILITIES:

1. Strong working knowledge of swimming and pool programs and the accompanying rules, regulations, and safety precautions.
2. Ability to teach swimmers and maintain a safe and positive swimming environment.
3. Ability to communicate well and to work cooperatively with the public and co-workers.
4. Ability to treat all patrons equally and with fairness, and able to work with patrons who may be at risk or may have special needs.

EMPLOYMENT STANDARDS:

1. American Red Cross Water Safety Instructor certificate preferred but not required.
2. Lifeguard and CPR certification are preferred.
3. In lieu of certification, a minimum of one year of swimming instruction experience may be acceptable at the pool manager's discretion.