



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

JOB TITLE: Swim Instructor

JOB CATEGORY: Part-Time Hourly

DEPARTMENT: Aquatics

REPORTS TO: Interim Aquatics Director &
Interim Aquatic Coordinator

STARTING SALARY: \$14.00

SUPERVISES: Class Participants

It is the policy of the Pav YMCA that employment decisions shall be based on merit, qualifications, and competence. Except where required by law, employment practices shall not be influenced or affected by virtue of an applicant's or employee's race, color, religion, sex, sexual orientation, national origin, age, ancestry, physical or mental disability, medical condition, marital status, pregnancy, childbirth or related medical condition or any other characteristic protected by law.

FUNCTION:

Under the direction of the Aquatics Director, the swim instructor is responsible for teaching various levels of the YMCA Swim Lesson Program to all ages and abilities.

QUALIFICATIONS:

- Must be a proficient swimmer
- Previous swim instructor experience (preferred)
- YMCA experience (preferred)

CERTIFICATIONS:

- CPR, First Aid, AED (must obtain within 90 days of employment)
- New Employee Orientation (must obtain within 90 days of employment)
- Department Specific Insurance Trainings (must obtain within 90 days of employment)
- American Red Cross Lifeguard certification
- American Red Cross O2 Administration certification (preferred)
- YMCA Swim Lesson Instructor Certification (preferred)

*It is the responsibility of the employee to obtain and maintain all certifications required to perform this position, in accordance with Pav YMCA guidelines



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RESPONSIBILITIES:

- Create and ensure safe and welcoming environment
- Ability to enforce policies, problem solve and handle emergency situations
- Ability to assist and communicate with all populations of people regardless of race, age, and special needs
- Demonstrate the YMCA core values of Caring, Honesty, Respect and Responsibility
- Attend trainings when appropriate
- Support YMCA special events, signature events, and campaigns
- Perform all tasks to the best of your ability and with a positive attitude
- Preparing for assigned classes by having all necessary equipment out before class begins
- Starting and ending the classes on time
- Remaining in the water with all students
- Remaining actively engaged in all assigned classes
- Remaining properly positioned so that your back is never turned to any class participants
- Completing all necessary paperwork on time, including early notice forms and report cards
- Other duties assigned by the Interim Aquatics Director, Interim Aquatic Coordinator, Senior Programs Director and/or Executive Director

Read and agreed upon by:

Staff Name: _____

Supervisor Name: _____

Staff Signature: _____

Supervisor Signature: _____

Date: _____

Date: _____



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