

**CITY OF PLATTSMOUTH
JOB DESCRIPTION**

POSITION TITLE:

Swim Lesson Instructor

REPORTS TO:

Recreation—Aquatics Director

PURPOSE OF POSITION: Responsible for instructing swim lessons classes that provide swimming skills and knowledge to participants.

EXEMPT: Y/N: NO - PART-TIME

ESSENTIAL FUNCTIONS:

Under the supervision of the Aquatic Program Director, the position is responsible for instruction of assigned swim lessons at designated times

Attend all required training sessions and scheduled meetings

Consistent and vigilant monitoring of the pool required; anticipates possible hazardous situations and acts accordingly to prevent future occurrences

Responds quickly, efficiently, and professionally to any emergency situation; completes necessary paperwork and notifies the appropriate professional staff member

Assist with general maintenance/upkeep of the aquatic facility

Enforce all pool rules and regulations promptly and professionally; notifies the appropriate professional on duty staff member of inappropriate behavior of facility user.

On-site attendance is required of this position.

All other duties as assigned

ESSENTIAL KNOWLEDGE, EXPERIENCE, AND ABILITY

Ability to stand, walk, and sit up to 75% of your scheduled work time.

Ability to climb, reach, balance, bend, stoop, squat, kneel, crouch, push, and pull up to 25% of your scheduled work time.

Ability to lift up to 25 pounds.

Be able to swim 25 yards

Know and perform various swim strokes; which is including but not limited to front crawl, breast stroke, side stroke, back stroke, and elementary back stroke.

Must be able to lift at least 25 pounds.

ESSENTIAL EDUCATION, CERTIFICATION AND/OR LICENSES:

At least an eighth grade education required; High School diploma or GED highly desirable

Rec Swim Lesson Instructor February 2016

Must be at least 16 years of age

Willing to participate in co-teaching training for one swim lesson session (7 classes) before attaining a class

Ability to work with attention to detail

Customer service skills desirable

CPR and First Aid certification desirable

Customer service experience highly desirable

On-site attendance is required of this position

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change. The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

I have read the above job description and accept the responsibilities:

Employee Signature

Date


Supervisor Signature

Date

Employee Position Description Approved for Use:



City Administrator



Date