Job Description

Title: Swim Teacher
Reports to: Director on Duty
Date completed: April 2013
Work Location:
Exempt Status □ Y ☑ N
Position Status □ FT ☑ PT

Position purpose: Teach students (2 months – Adult) how to swim, using the La Petite Baleen curriculum.

Responsibilities/Duties/Functions/Tasks:

- Responsible for instructing all swim lesson participants.
- This position is also responsible for the safety of the participants in their own class.
- Work shifts/ hours as scheduled, which includes beginning and ending class on time; remaining after class to answer participant and/or parent questions as needed, and clean up supplies.
- Instructs and evaluates students participating in swim lessons.
- Attends mandatory meetings and training sessions as scheduled.
- Act immediately and appropriately to secure safety of patrons in the event of emergency.
- Follow all safety rules, pool rules and regulations.
- Report any safety issues/concerns to the DOD.
- Presents professional appearance and attitude at all times, and maintains a high standard of customer service.
- Check work email at least once a week before or after your shift.
- All other duties as assigned.

Qualifications:

- Must know how to swim and to swim in deep water.
- Knowledge of and the ability to demonstrate skills in swim lessons instruction.
- Ability to demonstrate skills as required for class content and use teaching aids such as kickboards, diving rings, floaters, etc.
- Ability to work independently and in a team environment and possess energy and enthusiasm.
- Ability to positively interact with others.
- Strong communication skills.
- Basic computer skills.

Work Requirements:

- Able to work in 90 degree water up to 4 hours.
- Able to lift up to 50 lbs. This includes moving equipment and physically assisting students in and out of the water.
- Able to work in a humid (degree ranges from 75-90) and noisy environment.
- Able to climb in and out of the pool.

Employee acknowledgement _____ Date _____