

ASHLAND FAMILY YMCA

POSITION: Youth/Adult Swim Instructor
SUPERVISOR: Aquatics Director

DEPARTMENT: Aquatics

GENERAL FUNCTION:

Under the direction of the Aquatics Director the Swimming Instructor teaches swim lessons according to the National YMCA Program. He/She is responsible for roll, greeting parents and children, teaching classes, attending meetings and lesson plans and student safety.

ENTRY REQUIREMENTS:

1. Instruct in water and lift or support 50 pounds.
2. Visual and auditory ability to respond to critical incidents and the physical ability to act swiftly in an emergency situation.
3. Ability to adequately observe participant activities, enforce safety regulations and apply appropriate instructional techniques.
4. Current certification for WSI or YMCA Skipper and or Progressive desired.
5. Current CPR certification.

JOB SEGMENTS:

1. Teach classes in accordance with the National YMCA Aquatics Program each day of the session.
2. Instructors will be 15 minutes early to class to greet parents and children and will clean up area after class.
3. Instructor will use gentleness and humor to instruct class.
4. Instructor will plan class lesson and have an organized format for the day. Example; Songs, skills, and safety lessons.
5. Instructor will understand the mission of the YMCA - developing people's spirit, mind, and body through swimming.
6. Instructor will adhere to policies and guidelines of the YMCA.
7. Instructor will support in general, the staff supervisors, volunteers, members and community.
8. Instructors will be well-groomed, appropriately dressed for the activity, red, blue or black one-piece swim suit only. Long hair restrained.
9. Assist with staff training and orientation, as requested.
10. Evaluate classes assigned.
11. Establish good rapport with parents and children.
12. Document any substitutions, lost or broken equipment, and injuries to supervisor.
13. Attend ALL staff meetings and in-service trainings.
14. Provide safe and clean environment for children and parents.
15. Perform all other duties as assigned.
16. Assist in special events, when required.

The statements in this job description are in general nature and act just as a guideline for the employee. Any questions should be directed to the Aquatics Director.

SIGNATURE : _____ DATE: _____