



POSITION TITLE: Water Safety Instructor
STATUS: Non-Exempt
DEPARTMENT: Aquatics
REPORTS TO: Aquatics Director
DATE: 8/23/11

SUMMARY: Plan, organize and conduct all classes in a manner consistent with the American Red Cross. Monitor individual swimmer progress and coach accordingly.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Plan, organize and conduct aquatics classes in accordance with American Red Cross guidelines
- Provide feedback and coaching to participants as necessary
- Accurately complete paperwork including, daily count sheets, individual lesson plans, skill sheet summary forms and report cards
- Ensure the safety of participants by remaining alert, avoiding unnecessary disruptions and enforcing guidelines
- Perform daily inspection of pool area and report any unsafe conditions or equipment needs
- Participate in regular in-service training sessions and maintain necessary certifications
- Regular attendance as scheduled

QUALIFICATIONS

- In-depth knowledge of Water Safety Instruction and teaching techniques
- Knowledge of YWCA facility, policies and procedures
- Effective communication and leadership skills
- Current certifications in the following areas:
 - Water Safety Instruction
 - American Red Cross Lifeguarding
 - American Red Cross First Aid
 - American Red Cross CPR for the Professional
 - American Red Cross AED Essentials