



245 East Bonita Avenue  
San Dimas, CA 91773-3002

## ***SWIM INSTRUCTOR***

### **Job Summary**

Under general supervision this position teaches swimming lessons and/or specialized aquatic classes to the public. This position also monitors the use of the swimming pool and enforces safety rules. The Swim Instructor is a part-time hourly position. This class receives assignments from and reports to the Supervisory Team.

### **Representative Duties:**

- Conducts swim instruction classes.
- Administers first aid.
- Enforces pool regulations and policies.
- Assists in the maintenance of operational equipment.
- Maintains the pool area, deck and locker room for cleanliness and safety.
- Performs rescues.
- Available to work evenings, weekends and holidays.

### **Desirable Qualifications**

#### **Knowledge of:**

- A variety of aquatics programs including swim instruction, pool maintenance, first aid and CPR.
- Public relations methods.
- Pool rules and regulations.

#### **Ability to:**

- Communicate effectively both orally and in writing to co-workers, the public and administrators.
- Develop and maintain positive work relationships.
- Prepare and submit written reports.
- Effectively analyze situations and make sound decisions with minimal supervision.
- Bilingual Spanish is desirable, but not required.

## **Experience**

Experience as a lifeguard and/or swim instructor. Additional experience in organizing and conducting aquatics programs is also desirable.

## **Required Certificates:**

- American Red Cross Water Safety Instruction (r. 09);
- American Red Cross Lifeguard Training (r. 06 or r. 12) and First Aid;
- American Red Cross CPR/AED for the Professional Rescuer;

## **Testing Criteria:**

### **In-Water Skills Test**

- Treading water for 60 seconds with 10 pound swim brick (keeping head and swim brick above the surface of water);
- 25 yard dive and approach swim (head up) in 18 seconds or less;
- 25 yard swim retrieval and tow with 10 pound swim brick (keeping head and swim brick above the surface of water) in 70 seconds or less; and
- 200 yard swim in 3 minutes and 30 seconds or less (participants are scored based on 15 second increments).