

Water Safety Instructor Job Description

A water Safety instructor is responsible for conducting swim lessons for different age and skill levels. Swim lessons will take place at Indian Notch Park in Bolton.

Qualifications

- Must hold current certifications in Lifeguard Training, Water Safety Instructor Training, Standard First Aid, and CPR for the Professional Rescuer.
- Experience is preferred but not required

Responsibilities

The primary responsibilities of a water safety instructor include but are not limited to:

- Organize and instruct individual students and small groups in swim lessons and aquatic safety
- Educate and enforce safety rules, strive to prevent accidents, maintain discipline and administer first aid in the event of an injury.
- Ability to adapt your teaching approach to match the experience and abilities of the participants.
- Organizes and directs activities of assigned students in order to provide a high level of quality instruction for all students.
- Ensures that all class students are registered and on the class roster prior to beginning class
- Are on a first-name personalized basis in meaningful instruction for the duration of the session
- Establishes positive public relations with parents/guardians of class students helping them recognize and understand swimming developments and achievements.
- Resolves simple public complaints in matters related to swimming instruction and refers other complaints to the supervisor.
- Respond quickly to all emergency situations
- Administer first aid to victims of an injury
- Observe and enforce all park rules and regulations
- Prevent injury and minimize or eliminate hazardous situations
- Scan water for problems
- Maintain a positive rapport and image with the patrons
- Participate in at least 3 drills per week and log them
- Complete all necessary reports and records
- Clean beach daily
- Carry out additional duties assigned by supervisory staff members
- Check and stock equipment, do paperwork, and work as Maintainers on days when the park is closed (OPTIONAL)
- Available to work when the lake opens in June until the last day the lake is open Labor day

Competences:

- Problem Solving – identifies and resolves problems that arise in a timely manner.
- Punctuality- is consistently at work and on time; ensures responsibilities are covered when absent.
- Confidentiality- upholds strong level of discretion when interacting with sensitive and personal information.
- Interpersonal skills- is respectful with the ability to establish effective working relationships with other staff, campers, and parents camp visitors and others. Ability to express new ideas effectively in oral and written forms and has the ability to be innovative and receptive to new ideas. Listens to others without interrupting. Shows respect and sensitivity for cultural differences.

Evaluations:

Evaluations will take place during as well as at the end of the season. Your evaluations will be taken into consideration when determining the offer of future employment opportunities.

Tools and Equipment used:

All tools and equipment needed are provided in a storage space on site at camp.

Physical Demands and Work Environment:

Employee is required to work in an outdoor environment during the heat and in climate weather of the summer months. Employee must be able to sit or stand for long periods of time depending on the patron to staff ratio at the lake. Lifeguards are frequently required to communicate with others in person including but not limited to other town employees, supervisors, and patrons. Must have the ability to make quick decisions in emergency situations. Work is performed daily in a noisy environment.

DISCLAIMER:

The above description is illustrative of tasks and abilities. It is not meant to be all-inclusive of every task or responsibility. The description does not constitute an employment agreement between the Town of Bolton and the employee and is subject to change by the Town as the needs of the Town and requirements of the job change