



City of Bristol Job Description

Job Title: Water Safety Instructor

Department: Parks, Recreation, Youth and Community Services

Code: \$19.34/hour (Goes up to \$20.59/hour after the first year)

Schedule: Schedule is flexible, but requires evening and weekend hours, anywhere from 3 hours to up to 40 hours per week, depending on the season.

Position Goal: Plans, organizes, and provides quality swimming and water safety instruction to the general public.

Essential Duties and Responsibilities: Responsible for planning, coordinating, and teaching learn-to-swim and water safety courses.

Knowledge, Skills, and Abilities:

The following is an illustrative list of duties:

- Thorough knowledge and application of swimming and water safety skills.
- Thorough knowledge and application of teaching swimming and water safety skills.
- An understanding of facility rules, policies, and procedures.
- Be familiar with American Red Cross Learn-to-Swim levels and how to use course materials effectively.
- Responsible for the proper instruction of all swim lesson classes.
- Designs and implements appropriate classes for the swimming level being taught.
- Be prepared and organized by creating weekly lesson plans for each class.
- Maintain a safe and controlled environment at all times
- Communicate regularly with participants and their parents, as appropriate
- Complete records and reports, including submitting course records
- Punctual when reporting for duty, shows up no less than 15 minutes prior to the start of a class.
- Enforce and adhere to all policies and procedures.
- Attend all staff meetings and in-service trainings.
- Act in a professional manner at all times.
- Provide quality customer service.
- Complete additional duties as assigned by Aquatics Coordinator or Supervisor

Qualifications Profile: Entry-level position. Qualified candidates should possess a current American Red Cross Water Safety Instructor certification. Candidates must be 16 years old.

Licenses and Certifications: American Red Cross Lifeguard Water Safety Instructor required. American Red Cross Lifeguard certification preferred.

Supervised By: Aquatics Supervisor, Aquatics Coordinator, Lead Lifeguard, or assigned.

Supervisor's Responsibilities: N/A

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