

Red Lodge City Pool

Job Title: Swim Instructor (Seasonal Position)

Grade: 7

Department: Public Works

Reports to: Pool Manager

Job Description and Expectations:

The Swim Instructor Staff Mission:

The Swim Instructor Staff works with the staff members of the Red Lodge City Pool to welcome participants, teach courses in the American Red Cross Swimming and Water Safety program including: Preschool Aquatics, Learn-to Swim for Children, Adult Swim and Parent and Child Aquatics. The Swim Instructor Staff report directly to the Red Lodge Pool Manager. Swim Instructors are vital to the success of the Swim Lesson Program. The Swim Instructors are expected to support the mission statements of the department and the city.

This position will require a good deal of time management skills. When other commitments interfere with your duties, it is your responsibility to arrange your other commitments around the requirements and expectations of the Swim Instructor position.

Selection: Individuals are selected to be a Swim Instructor on the basis of their general level of maturity, judgment, and willingness to learn and grow in the position.

Responsibilities and Expectations:

- Exhibit the characteristics required of a Red Lodge City employee and Red Cross representative and role model.
- Conduct courses in a manner that helps participants stay engaged in the learning process.
- Effectively use program materials and training equipment.
- Ensure participants' health and safety during training.
- Deliver quality, consistent and standardized content by following Red Cross guidelines.
- Monitor participants' practice and provide positive, corrective feedback and encouragement.
- Modify teaching to meet unexpected challenges, age groups and learning styles to accommodate participants who move, learn, communicate and behave differently.
- Attend and participate in all scheduled in-service pool and classroom training sessions.
- Demonstrate reasonable swimming skills including: Front Crawl, Back Crawl, Breaststroke, Elementary Backstroke, Sidestroke and Butterfly.
- Demonstrate reasonable competency in performing safety skills including: treading water and back floating.

Conditions of Employment:

- Remuneration: Hourly state minimum wage or higher.
- Evaluations: Swim Instructors may be evaluated formally and informally including a self-evaluation and an evaluation from the supervisor. Evaluations will be based on the

responsibilities and expectations of the Swim Instructor as stated in this job description.

- Termination: Swim Instructors may be reprimanded, placed on probation, and/or terminated due to lack of compliance or unacceptable performance with regard to the position responsibilities or conditions.
- Age Requirement: All Swim Instructors must be of at least 16 years of age to be employed in this position per employment law requirements.