



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

GRANTS PASS FAMILY YMCA JOB DESCRIPTION

Job Title: **Swim Instructor**

Job Type: Part Time

Reports to: Aquatics Director

YMCA Mission: *To put Christian principles into practice through programs that build healthy mind, body, and spirit for all.*

POSITION SUMMARY:

Provides skill-based swim and water safety instruction to participants of all ages. Maintains constant supervision of students to ensure safety. Create positive, nurturing relationships with students and build cooperative relationships with parents and caregivers. Facilitates peer-to-peer connections as part of the overall program experience.

QUALIFICATIONS:

- Must be at least 15 years of age.
- Demonstrates ability to recognize students who may need assistance.
- Demonstrates ability to recognize and remedy hazardous and dangerous situations.
- Demonstrates ability to swim and tread water within Y-USA training guidelines.
- Knowledge of swimming and ability to teach at all age groups and various levels.
- Patience and the ability to communicate with all ages and levels of students, parents and caregivers, and other Y staff and volunteers.

CERTIFICATIONS (UPON HIRING AND MAINTAIN THROUGHOUT EMPLOYMENT):

- Obtain YMCA Swim Instructor certification within 6 months (or first available training, must be 16 or older), preferred.
- Obtain CPR/AED for the Professional Rescuer within 6 months, preferred.
- Obtain First Aid and Administering Emergency Oxygen within 6 months, preferred.
- Complete Bloodborne Pathogens and Child Abuse Prevention training, as required.
- Complete Hazardous Communications training, as required.

ESSENTIAL FUNCTIONS:

- Provides swimming and water safety instruction to students of all ages and abilities.
- Plans and implements program activities that are culturally relevant, developmentally appropriate, and consistent with YMCA values.
- Helps to create new approaches to serve the needs of program participants.
- Adheres to YMCA program standards, including safety and cleanliness standards, and ensures consistency with evidence-based practices.
- Maintains constant supervision of students, identifies students who need assistance, and supports students as necessary to ensure a positive learning environment.
- Attends staff meetings and trainings.

- Follows YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention, and emergencies.
- Maintains positive relationships with parents and caregivers and other staff. Model relationship-building skills in all interactions.
- Maintain accurate attendance and progress tracking for current swim lesson sessions.
- Provides participants and parents with on-going feedback regarding student's progress, including giving out mid-session reports and certificates of completion.
- Set up, take down, and organize class equipment. Report damaged equipment to supervisor.
- Secure qualified substitute when necessary with prior approval from supervisor.
- Act as a responder in case of injury, accident, or illness in pool area. Provide back-up coverage to lifeguards as needed (ex. Crowd control).
- Adhere to Aquatic uniform policy outlined in the Aquatic Standard Operating Procedures
- Support and follow YMCA policies and decisions.
- Answer members questions about the YMCA and its programs.
- Other duties as assigned.

YMCA COMPETENCIES (Leader):

- **Relationships:** Builds authentic relationships in the service of enhancing individual and team performance to support the Y's work.
- **Communication:** Listens and expresses ideas effectively and in a manner that reflects a true understanding of the needs of the audience.
- **Developing Others:** Recognizes and acts on the need to continually develop others' capabilities to attain the highest level of performance possible.
- **Inclusion:** Diversity, inclusion, competence.
- **Quality Results:** Demonstrates and fosters a strong commitment to achieving goals in a manner that provides quality experiences.

PHYSICAL AND MENTAL REQUIREMENTS:

- Must be mentally alert to dangerous situations to assure the safety of all swimmers.
- Physically and mentally able to respond to emergencies and administer CPR and First Aid effectively.
- Physically be able to see, hear, and communicate clearly.
- Swim with proficiency to demonstrate skills at all stages within YMCA program curriculum.