

## SWIM INSTRUCTOR (HOURLY)

### CLASS DESCRIPTION

#### General Responsibilities:

This is responsible work within the City of Madison Aquatics Program providing front-line coaching and swimming instruction at the Goodman Pool, public beaches, and related facilities. Under the direction of the Goodman Waves Head Coach or the Head Lifeguard, and the supervision of the Aquatics Supervisor, the Swim Instructors provide instruction to adult and child learners on proper swimming techniques, perform appropriate rescues, administer first-aid/CPR, and enforce the rules of the related facility. Work involves significant knowledge of Red Cross swimming instruction, teaching principles, and interpersonal skills.

#### Examples of Duties and Responsibilities:

Independently teach swim classes according to an assigned lesson plan. Take attendance and monitor skill progression of students during the period of lessons. Fill in for other instructors as needed.

Enforce policies, rules, and regulations pertaining to the conduct of persons at the Goodman Pool, public beaches, and aquatics facilities. Maintain constant watch for accidents in the water, on rafts, or on other beach or pool facilities. Warn patrons against dangerous practices such as diving in shallow water or engaging in hazardous activity.

Rescue patrons in distress. Administer rescue breathing and CPR/AED to patrons when necessary. Administer first aid to injured patrons. Operate standard lifesaving equipment. Deal with emergency situations, including such things as spinal cord injury management and rescues using special equipment.

Maintain the beach/pool and related facilities in a clean and orderly condition. Clean and stock facilities and grounds. Perform weed removal and communicate lake conditions to supervisors. Inspect the area for broken glass, debris, and algae. Check the position and condition of area lines, buoy markers, and lifesaving equipment.

Perform related work as required.

### QUALIFICATIONS

#### **Training and Experience:**

Certification in American Red Cross Lifeguard Training, including CPR and First Aid. Water Safety Instructor or USA Coach Certification (Coaching 101 & Water Safety for Swim Coaches).

**Knowledge, Skills and Abilities:**

Thorough knowledge of the principles and methods for water rescue work, first aid methods, cardiopulmonary resuscitation (CPR) and Automated External Defibrillator techniques. Thorough knowledge of American Red Cross Water Safety Instructor program principals. Ability to react quickly and calmly in emergencies. Ability to establish and maintain effective relationships with patrons and to enforce related rules and regulations tactfully and effectively. Ability to communicate effectively with parents, children, and adult learners. Ability to work effectively with multicultural communities. Ability to receive direction and follow written and oral directions. Ability through hearing and speech to communicate in person to other lifeguards and the public. Ability to visually assess and analyze safety situations on land and in the water and determine appropriate course of action. Ability to work independently. Ability to accomplish water rescues and operate life-saving equipment. Demonstrate strong swimming skills. Ability to perform manual tasks as assigned. Ability to maintain adequate attendance in a job which requires irregular hours and at various intervals, including early mornings, weekends, holidays, and evening hours.

Necessary Special Qualifications:

Maintain certification in the following areas: 1) American Red Cross Lifeguard Training (including First Aid), and 2) American Red Cross CPR/AED for the Professional Rescuer Certification or equivalent.

Work hours may be irregular and at various intervals, including early mornings, weekends, holidays, and evening hours.

**Physical Requirements:**

Must be able to swim and must be able to physically perform rescues, including swimming with a prone body and maneuvering it to safety.

<b>Department/Division</b>	<b>Comp. Group</b>	<b>Range</b>
Public Works/Parks	16	Hourly

Approved: \_\_\_\_\_  
Harper Donahue IV  
Human Resources Director

Date