

Part-time Temporary
20-40 hrs/week

CITY OF SCOTTS VALLEY

CLASS SPECIFICATION SWIM INSTRUCTOR/HEAD LIFEGUARD

JOB PURPOSE

Under supervision will assist in instructing swim courses to children six months and up, including adults. Responsible for supervising recreation swim programs and related duties as required.

EXAMPLES OF DUTIES

Essential Duties:

- ~ Assist Pool Manager with implementation of swimming pool programs.
- ~ Lifeguard swim programs; enforce pool rules and state health and safety laws; interpret pool rules and policies for pool patrons; offer stroke instruction; organize pool games; verify swim test as requested.
- ~ Respond to emergency situations, administer first aid and primary care as needed, and complete accident/incident forms.
- ~ Staff office.
- ~ Conduct public relations; offer program information; handle incoming telephone inquiries; handle or refer public complaints; post notices.
- ~ Report pool repairs as necessary.
- ~ Inventory and maintain equipment and supplies.
- ~ Perform cashiering duties as assigned.

Marginal Duties:

- ~ Perform other special duties as assigned.

EMPLOYMENT STANDARDS

Education, Experience and Licenses: Requires two years of experience in supervising recreation swim programs; completion of sufficient education for successful job performance. Lifeguard training certificate, first aid certification, such as Advanced First Aid, First Responder, Responding to Emergencies with Emergency Childbirth, or EMT 1A or equivalent to State Title 22 required level. CPR card issued by a recognized authority such as BLS (American Red Cross) or "C" level (American Heart Association), equivalent to State Title 22 required level and water safety instructor certification. Must possess a valid California motor vehicle operator's license and must be 18 years of age at time of appointment.

Ability to: Handle emergency situations, maintain positive attitude and demeanor under stress, provide leadership in supervising aquatic's activities, earn the respect of participants, work harmoniously with others, develop interest in aquatics programs and encourage participation.