

Texas State University-San Marcos
Department of Campus Recreation
American Red Cross Instructor

Supervisor: Assistant Director of Aquatics & Safety

Job Description: Responsible for planning, coordinating and teaching American Red Cross CPR/First Aid, First Aid Courses, and Lifeguard training (if applicable).

Qualifications:

- Currently certified as an American Red Cross Lifeguard Instructor or CPR/First Aid for the Lay Responder
- Experience in teaching American Red Cross classes is preferred

Knowledge and Skills:

- Thorough knowledge and application of American Red Cross rescue skills
- Thorough knowledge and application of teaching American Red Cross rescue skills
- An understanding of facility characteristics, rules, policies and procedures
- Leadership and public relations skills
- Communication skills
- Decision-making skills

Job Specifics:

- Teach and instruct ARC classes to patron(s) and assist them in achieving their certification.
- Perform cleaning tasks after every Red Cross class (such as cleaning mannequins and equipment)
- Be proficient in handling emergency situations.
- Attend in service trainings.
- Be familiar with American Red Cross courses and know how to use course materials effectively.
- Adapt your teaching approaches to the age, experience and ability of participants so they can meet course objectives.
- Provide for the health and safety of participants, including ensuring that all teaching and practice areas are free of hazards, and that materials and equipment are safe.
- Cover all material required.
- Recognize and respond effectively in emergencies in accordance with facility emergency action plans.
- Enforce all policies, rules and regulations.
- Complete records and reports.
- Provide input on any aspect of the Aquatics and Safety Program.
- Perform additional tasks as required in the daily operation.

Scheduling:

- Instructors will be assigned classes to teach.

Evaluation:

- Assist in the evaluation of ARC classes and maintenance of lesson equipment and supplies.
- Will complete a self evaluation in coordination with the Assistant Director of Aquatics and Safety each semester. Participants will also be allowed to fill out evaluations after every course.

Other:

In accordance with the Student Affairs Division/Campus Recreation Office Strategic Plan, other duties as assigned.