Job Description - Swim Instructor

**Supervisor:** Assistant Director of Aquatics & Safety, Graduate Assistant of Aquatics & Safety

**Job Description:** Responsible for planning, coordinating and teaching learn-to-swim and water safety courses

**Qualifications:**
Currently certified as an American Red Cross Water Safety Instructor or equivalent certification
Experience in teaching swim lessons is preferred

**Knowledge and Skills:**
- Thorough knowledge and application of swimming and water safety skills
- Thorough knowledge and application of teaching swimming and water safety skills
- An understanding of facility characteristics, rules, policies and procedures
- Leadership and public relations skills
- Communication and decision-making skills

**Job Specifics:**
- Teach and instruct swim lesson patron(s) and assist them in achieving their swimming goals.
- Provide customer service for all pool users at the Aqua Sports Center and natatorium.
- Perform cleaning tasks on a weekly basis within the facility.
- Be proficient in handling emergency situations.
- Attend mandatory in service trainings.
- Be familiar with American Red Cross Learn-to-Swim levels and other Red Cross water safety 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 in a level.
- Complete swim lesson block plans and lesson plans prior to group swim lessons
- Communicate regularly with participants and their parents, as appropriate, to ensure they are aware of progress.
- Recognize and respond effectively in emergencies in accordance with facility emergency action plans.
- Enforce all aquatic facility policies, rules and regulations.
- Complete records and reports in a timely manner.
• Provide input on any aspect of the Aquatics and Safety Program and perform additional tasks as required in the daily operation.

Scheduling:
Private Swim lessons-Scheduling will depend on the availability of:
  o The pools
  o Swim instructor
  o Student(s)
Group Swim lessons-instructor will be required to attend swim class sessions as assigned.

Evaluation:
• Assist in the evaluation of swim lesson programs and maintenance of lesson equipment and supplies.
• Will complete a self evaluation in coordination with the Assistant Director of Aquatics & Safety each semester. Participants will also be allowed to fill out evaluations after every session.

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

Texas State University will not discriminate against any person (or exclude any person from participating in or receiving the benefits of any of its activities or programs) on any basis prohibited by law, including race, color, age, national origin, religion, sex or disability, veterans status or on the basis of sexual orientation.