



## Water Safety Instructor

**Department:** Parks and Recreation

**SUMMARY:** Assists with the day to day operation of the aquatic facility and supervision of various aquatic programs including public open swimming, learn-to-swim classes, swim team, swim meets, special swim sessions and American Red Cross training classes. Specific instructions are received in relationship to work methods and procedures.

**ESSENTIAL FUNCTIONS:** Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. Factors such as regular attendance at the job are not routinely listed in job descriptions, but are an essential function. Essential duties and responsibilities may include, but are not limited to, the following:

Ensure that pool rules and regulations are followed.

Instruct learn to swim programs and other swim classes.

Supervise and participate in the issuance, use, care and maintenance of aquatic supplies and equipment.

Prepare various reports on operations and activities.

Communicate positively and effectively with co-workers, parents, pool patrons, program participants, coaches and volunteers.

Participate in staff training sessions and lifesaving techniques and drills.

May direct and assign duties to volunteers and lifeguards.

Provide support for access to programs, buildings and services.

Inspect aquatic equipment and surrounding areas, notice potentially hazardous conditions and report those conditions to a direct supervisor.

May be assigned as Head Guard.

Support the City's policies, goals and objectives and work with management and other staff to ethically achieve such goals and objectives; ensure compliance with safety procedures.

### **KNOWLEDGE AND SKILLS:**

#### **Demonstrated Knowledge of:**

City and Department procedures, policies and guidelines.

Uses and purposes of aquatics equipment including lifesaving devices.

Pool safety operations, services and activities of aquatic programs and life guarding.

**Skill in:**

Establishing and maintaining cooperative working relationships with coworkers and other individuals in contact during the course of work; communicating clearly and concisely; following instructions.

Applying lifesaving techniques and rendering first aid to various age groups.

Dealing tactfully and courteously with pool patrons and spectators.

Reacting quickly and calmly in emergency situations.

**MINIMUM QUALIFICATIONS:**

Water Safety Instructor certification from a professionally recognized provider such as American Red Cross, Ellis, or Starfish.

**LICENSE, CERTIFICATION AND/OR SPECIAL REQUIREMENTS:**

Candidates who are selected for appointment may be fingerprinted, if 18 or older; successfully complete a background investigation, employment verification and may be subject to a drug/alcohol test, medical, polygraph and/or psychological evaluation. Candidates who are appointed will be required to possess a valid driver's license to operate a vehicle in Arizona, or meet the transportation needs of the position.

*If assigned as a Head Guard, must possess Lifeguard, Waterpark, First Aid, CPR/AED for the Professional Rescuer and Water Safety Instructor certifications from a professionally recognized provider such as American Red Cross, Ellis, or Starfish; must have one (1) season of experience as a Lifeguard, Swim Instructor or related field.*

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT:**

Work is performed in outside weather conditions with high exposure to the sun. Regularly required to sit, stand, walk, run and climb. Required to demonstrate the ability to swim a continuous 500 yards while performing the breaststroke, backstroke, sidestroke and freestyle; tread water for two minutes using legs and feet only. Must be able to dive into twelve (12) feet of water, and retrieve a 10 pound weight; swim 25 yards in 25 seconds with a rescue tube underneath body doing approach or breast stroke and demonstrate rescue techniques and skills. Vision abilities required by this job include close perception, distance vision, peripheral vision, depth perception, and the ability to adjust focus. Employee is regularly required to reach with hands and arms, and to use hands to finger, handle, feel or operate objects, tools and equipment. May work a flexible schedule which includes nights, weekends, holidays and extended hours.

Adopted:

Formerly: Lifeguard II

Revised: Sept, 2009; Dec, 2013; Nov, 2014