

Part-time Temporary
20-40 hrs/week

CITY OF SCOTTS VALLEY CLASS SPECIFICATION

SWIM INSTRUCTOR AIDE / 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 supervising personnel with implementation of swimming pool programs.
- Assist the instruction of swim classes; provide demonstration; assist the compilation of class roster; assist in the completion of student certificates; act as liaison between instructors and parents; may substitute for instructor as needed.
- May assist lifeguards during emergency situations.
- Conduct public relations; offer program information; handle incoming telephone inquiries; handle or refer public complaints; post notices.
- Report pool repairs as necessary.
- Perform cashiering duties as assigned.

Marginal Duties:

- Perform pool maintenance.
- Inventory and maintain equipment and supplies.
- Perform other special duties as assigned.

EMPLOYMENT STANDARDS

Education, Experience and Licenses: 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. Water safety instructor certification preferred. Must be 16 years of age at time of appointment. Work permit required for students under 18 years of age. Possession of a valid California motor vehicle operator's license is preferred.

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

CITY COUNCIL APPROVAL DATE: September 4, 2002