



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA OF DOUGLAS COUNTY JOB DESCRIPTION

Job Title: **Swim Lesson Instructor (WSI)**
Reports to: Aquatics Director

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit charitable organization committed to strengthening community through youth development, healthy living and social responsibility. **The Swim Instructor at the YMCA of Douglas County maintains a supportive, positive atmosphere that welcomes and respects all individuals and provides direct leadership, instruction and motivation for members in swim classes in accordance with YMCA policies and procedures.**

OUR CULTURE:

Our mission is to build strong kids, strong families, and strong communities. In the Y, we strive to model the character values of caring, respect, responsibility and honesty every day. **We are welcoming:** we are open to all. We are a place where you can belong. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

MAJOR TASKS, DUTIES, AND RESPONSIBILITIES

- Instruct swimming lessons in accordance with YMCA guidelines, having prepared lesson plans accordingly, and supporting members and program participants in achieving their goals.
- Develop and maintain positive relationships with members and program participants, and encourage parent or caregiver involvement.
- Convey information on aquatics programs and schedules and as appropriate, refer program participants and families to other programs.
- Maintain records as required (e.g., attendance records, progress reports).
- Follows all YMCA policies, rules, regulations and procedures, including emergency and safety procedures. Completes incident and accident reports as necessary.
- Organize and store class equipment. Report damaged equipment.

SECONDARY TASKS, DUTIES AND RESPONSIBILITIES

- Mandatory reporter of suspected abuse and/or neglect of children, elders and individuals with disabilities.
- Living by the YMCA's core values – Honesty, Caring, Respect, Responsibility.

EFFORT

Alertness/Awareness

(sustained/frequent mental or physical exertion needed for & attributes of a job)

KNOWLEDGE REQUIREMENTS AT JOB ENTRY (or shortly thereafter , meaning education or training in process at time of hire that will be completed soon):

Education: Less than high school diploma
Certification/Training Hours: 25-49 hours

QUALIFICATIONS AND SKILL LEVEL AT JOB ENTRY

Skill Level at Entry:

Emergent

- Works effectively with people of different backgrounds, abilities, opinions and perceptions.
- Has the functional and technical knowledge and skills required to perform well; uses best practices and
- Physical stamina to demonstrate and participate in all activities.

OTHER REQUIREMENTS:

- New Staff Orientation completed within 90 days of hire.
- Darkness to Light child sexual abuse prevention training completed within 90 days of hire.
- YMCA Swim Lesson Instructor V6 Certification, or equivalent (Red Cross WSI; BSA Swim Instructor).
- CPR for the Professional Rescuer, AED, Basic First Aid and Emergency Oxygen Administration certifications required.
- Must be able to demonstrate swim instructor skills in accordance with YMCA standards.
Must be able to demonstrate swimming skills for each swim stroke in accordance with YMCA standards (25 yards of Front Crawl, Backstroke, Breaststroke, Butterfly, Sidestroke, Elementary Backstroke, and Tread Water for 2 minutes).
- Pass a background check.
- Minimum age 16, per YMCA of USA Aquatic Guidelines.
- Recertify to teach every 2 years
- Must report all time worked accurately and timely.

Please reply and submit application to aquatics@ymcaofdouglascounty.org