

**Water Safety Instructor Job Description**

A water Safety instructor is responsible for conducting swim lessons for different age and skill levels. Swim lessons will take place at Indian Notch Park in Bolton.

***Qualifications***

- Preference will be given to previous employees in good standing with the Recreation Department
- Must hold current certifications in Lifeguard Training, Water Safety Instructor Training, Standard First Aid, and CPR for the Professional Rescuer.
- Experience is preferred but not required

***Responsibilities***

The primary responsibilities of a water safety instructor include but are not limited to:

- Organize and instruct individual students and small groups in swim lessons and aquatic safety
- Educate and enforce safety rules, strive to prevent accidents, maintain discipline and administer first aid in the event of an injury.
- Respond quickly to all emergency situations
- Administer first aid to victims of an injury
- Observe and enforce all park rules and regulations
- Prevent injury and minimize or eliminate hazardous situations
- Scan water for problems
- Maintain a positive rapport and image with the patrons
- Participate in at least 3 drills per week and log them
- Complete all necessary reports and records
- Clean beach daily
- Carry out additional duties assigned by supervisory staff members
- Check and stock equipment, do paperwork, and work as Maintainers on days when the park is closed (OPTIONAL)