



**FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY**

## YMCA OF MARQUETTE COUNTY - JOB DESCRIPTION

Job Title: **Swim Instructor**

Reports to: Aquatic Coordinator or Director

Leadership Level: Leader

Job Code: PRS, SCH, P&T, PRI, PRI2

Job Grade: Level 1-2

Revision Date: 03.16.16

Primary Function: Healthy Living

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### POSITION SUMMARY:

The Y is a leading nonprofit for strengthening community, and the nation's largest provider of swim lessons to increase skill and safety in and around water. This position provides direct leadership, instruction and motivation for students in swimming classes. Instructors must be culturally competent and able to teach swim skills to all participants in a community and modify based on skill and culture.

### ESSENTIAL FUNCTIONS:

1. Instructs swimming lessons in accordance with YMCA guidelines, using prepared lesson plans accordingly.
2. Leads age-appropriate swim lessons with enthusiasm and can use multiple techniques to reach students of different learning styles.
3. Builds effective, authentic relationships with students and parents; helps them connect with each other and the YMCA. Encourages parent involvement in YMCA activities.
4. Helps program participants build confidence in order to develop appropriate swim skills defined by program goals.
5. Conveys information on aquatics programs and schedules and as appropriate refers students and parents to other YMCA programs.
6. Maintains records as required (i.e. attendance, progress reports, etc.).
7. Attends staff meetings and trainings as scheduled.
8. Follows all YMCA policies, rules, regulations and procedures, including emergency and safety procedures. Completes incident and accident reports as necessary.
9. Organizes and puts away needed class equipment. Reports damaged equipment.
10. Trains and supervises class aides as assigned.

### QUALIFICATIONS:

1. Certifications: Lifeguarding, CPR for the Professional Rescuer, AED and First Aid.
2. Must be able to demonstrate swim instructor skills in accordance with YMCA standards.
3. Minimum age of 18.

### PHYSICAL DEMANDS

1. Ability to maintain certification-level of physical and mental readiness.
2. Ability to instruct and demonstrate proper stroke techniques
3. Ability to lift equipment and to lift an average size child
4. Ability to communicate verbally, including projecting voice across distance in normal and loud situations

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_