Swim Instructor - Position Description

POSITION INFORMATION
Fall, winter, spring and summer employee positions
Non-federal work study and federal work study positions
Starting $10.30 per hour; average of 5-20 hours per week

REQUIRED QUALIFICATIONS
Current certification in American Red Cross (ARC) Water Safety Instructor
Willingness and ability to work early morning, night, weekend, final and break hours
Adherence of no reading, studying or use of non-CRD electronic devices will be allowed while on duty
Pass the Campus Recreation aquatic instructor test - applicants must attend and pass this test in order to be considered for a position; test includes a demonstration of all swimming strokes in the learn-to-swim program, teaching methods of those strokes and diving skills

PREFERRED QUALIFICATIONS
A Western Oregon University or qualifying student who meets the student employment criteria/hiring process
Genuine interest in a variety of individuals and commitment to providing quality service
Experience teaching swim lessons in individual and/or group settings
Current certification in ARC Lifeguard Training
Previous experience in aquatic exercise and/ or lifeguarding
Excellent oral and written communication skills
Candidates should be reliable, self-motivated, and be able to perform multiple tasks simultaneously

DUTIES AND RESPONSIBILITIES
Provide a friendly, welcoming, inclusive, and service-oriented environment.
Create lessons plans appropriate for skill levels of assigned clients.
Show up to scheduled lessons with enough time to prepare and set up.
Incorporate pool safety themes into classes.
Recognize and respond effectively in emergencies in accordance with facility emergency action plans
Keep the pool and pool deck areas safe and clear of hazards.
Enforce all facility and program policies and procedures
Perform facility and miscellaneous duties as assigned

PHYSICAL DEMANDS
Ability to lift 45 pounds regularly and 50 to 100 pounds occasionally
Ability to walk and stand for extended periods of time
Physical strength in back, arms and legs to be able to sweep and carry items
Ability to bend, stoop, kneel, stretch and reach constantly
Ability to work around water that contains chlorine

WORKING ENVIRONMENT
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

HOURS, DURATION OF JOBS, AND BREAK WEEKS
This is a temporary student work position. The position is subject to renewal at the beginning of each term.
The Campus Recreation Department facilities are open on some designated official university holidays. Students are expected to work during holidays and break weeks.
In case of inclement weather when classes are cancelled, students are expected to report to work.
Students may not work more than an average of 20 hours per week per pay period. If you work at more than one location on campus, the total hours cannot exceed an average of 20 hours per pay period. Summer term students may work more than 20 hours per week.
In-service trainings will occur during the term and each one will be mandatory.