



Position Title: Part-Time Swim Instructor/Lifeguard

Job Code: 8138

Reports To: Aquatic Center Manager

Grade: HM

FLSA: Exempt

Job Description:

The Part-Time Swim Instructor/Lifeguard teaches learn-to-swim lessons for children of all ages in addition to assisting with the operations and maintenance of the college swimming pool (Olympic-size with a diving well).

Duties & Responsibilities:

- Teaches learn-to-swim lessons to all children registered to any of the Miami Dade College Summer Camps
- Uses a variety of techniques such as artificial respiration, cardiopulmonary resuscitation (CPR) and first aid.
- Maintains order and discipline among swimmers and other persons/students at the College swimming pool or in the area.
- Enforces rules and regulations applicable to swimming area.
- Maintains general appearance and cleanliness of swimming pool or area when able to do so without distraction from lifeguarding.
- Performs other related duties as required.

Essential Personnel:

Non-essential

Minimum Requirements:

- High School Diploma or equivalent GED
- The equivalent of at least one (1) year experience as a swimming instructor AND lifeguard
- Must be at least 18 years old
- Must be certified as a Water Safety Instructor by a nationally recognized certifying agency, such as the American Red Cross
- Background in swimming is a must
- Must be certified as a lifeguard by a nationally recognized certifying agency, such as the America Red Cross, YMCA, Boy Scouts of America
- Must be certified in standard first aid by a nationally recognized certifying agency
- Must be certified in CPR (Cardiopulmonary Resuscitation) and AED (Automated External Defibrillator) by a nationally recognized certifying agency
- Must pass a physical performance examination, which includes swimming 500 meters in flat water in 10 minutes or less, and swimming 25 meters with a rescue tube to an active victim and towing Knowledge of approved water rescue methods and specific first aid techniques as applied to accidents in the water and surrounding areas.
- Ability to read and comprehend simple instructions, short correspondence, and memos.
- Ability to write simple correspondence.
- Ability to effectively present information in one-on-one and small group situation to customers, clients and other employees of the organization.
- Ability to apply common sense understanding to carry out detailed but uninvolved written

or oral instructions.

- Ability to deal with problems involving a few concrete variables in standardized situations.
- Ability to learn rules and regulations relating to swimming pool and area activities rapidly and to exercise tact, firmness, and good judgment in enforcing such rules and regulations.
- Ability to prevent dangerous situations from arising, to recognize emergencies, and to take effective action.
- Ability to work effectively in a multi-ethnic/multi-cultural environment with students, faculty and staff.

ACKNOWLEDGEMENT

I have read and acknowledge receipt of a copy of my job description.

Signature

Date

Printed Name