

## **JOB DESCRIPTION**

Mount Rainier Pool  
22722 19<sup>th</sup> Avenue S.  
Des Moines, WA

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**Job Title: Swim Instructor**

**Classification: Hourly, part-time, flexible**

**Compensation: \$17.12 to \$20.83 per hour, depending on experience**

### **Definition**

The Certified Swim Instructor is responsible for assisting in aquatic guarding and instruction as needed.

### **Supervision**

This position receives direct supervision from the aquatics management team and exercises no supervision over other employees.

### **Essential Job Functions**

- Plan, lead, and oversee swim lessons and provide atmosphere that promotes and encourages inclusion and satisfaction of all participants.
- Perform set-ups for activity and ensure area is safe for use.
- Ensure all participants are registered and maintain accurate attendance records.
- Ensure the safety of participants and, if necessary, provide first aid. Report all incidents/accidents immediately. Complete and submit accident/incident records and forms.
- Distribute program evaluation forms to participants. Review feedback and utilize information to enhance the program.
- Provide excellent internal and external customer service. Create a positive experience for patrons through professional and courteous behavior.
- Practice safe work habits and contributes to the safety of self, co-workers, and the general public.
- Respect diversity in the workplace.
- Attend staff meetings, as required.
- Perform other duties as assigned.

### **Qualifications**

#### *Knowledge of:*

- Basic principles, practices, and rules related to assigned area of instruction.
- Basic principles and practices of planning and implementing a swim program.
- Principles of group dynamics and group interaction.
- Emergency procedures and accident site management.
- Basic principles and practices of leadership and group organization.

#### *Ability to:*

- Teach and lead groups of various ages and ability levels in the area of assignment.
- Follow written and oral instructions; speak clearly and concisely.
- Interpret, explain, follow, and apply District policies and written instructions.
- Keep accurate records.
- Work in a group or individual situation.
- Identify and prevent hazards, implement solutions, maintain safe environments.

- Communicate courteously and cooperatively with other staff and the general public, on the telephone or in-person, including handling difficult or irate people.
- Establish and maintain effective working relationships with supervisors, other staff members, program participants, and the general public.
- Maintain a neat, professional appearance.

### **Licenses, Certificates, and Other Requirements**

- Current First Aid and CPR certifications.
- Must be 15 years of age or older.

*\*District has trainings and programs for those that do not have a certification. Call for more information.*

### **Working Conditions**

Mostly working indoors in a pool environment and during hours of operation in an environment that is quite busy and noisy. The flow of the work and character of duties involve extreme care and concentration. Manual dexterity and coordination are required, making up more than 50% of the work period. Incumbents may be in the water for long periods of time and exposed to a variety of environmental elements, including dust, noise, pool chemicals, and other irritants. Physical exertion required, including lifting, climbing, bending, squatting, reaching, and safely walking on wet deck surfaces in a hot, humid environment. Requires repetitive foot, arm, shoulder, hand, and back movements while performing swimming instruction. Occasional dealing with distraught or difficult people.

### **Education and Experience**

Any combination of experience and training that would provide the required knowledge and ability to perform the duties as outlined is qualifying.

### **How to Apply**

To be considered for a position or learn more about trainings and certifications, please visit us at [www.mtrainierpool.com/employment](http://www.mtrainierpool.com/employment) and complete a [job interest card](#). You may also contact us at [info@mtrainierpool.com](mailto:info@mtrainierpool.com), call Quentin Knox, Aquatics Manager, at (206) 824-4722 or stop by the Mount Rainier Pool (22722 19<sup>th</sup> Avenue South).