

PRIVATE SWIM INSTRUCTOR

RESPONSIBILITIES

- Be familiar with American Red Cross Learn-to-Swim levels/curriculum or other nationally recognized water safety/swim lesson curriculum and know how to use course materials effectively.
- Provide individual instruction for varying ages of the campus community.
- Design individualized programs to meet the participant's interests, abilities and goals.
- Educate participants on proper technique and promote swimmer safety.
- Provide lesson plans as appropriate.
- Conduct swim tests as required.
- Submit and maintain skill sheets, lesson logs and attendance information.
- Ensure participant admission with proper ID and validation through Recreation Center member management system and the University's UCard database.
- Provide for the health and safety of participants, including ensuring that all teaching and practice areas are free of hazards and that materials and equipment are safe. Maintain cleanliness and safety of pools and equipment.
- Tend to accident or emergency situations in accordance with accident/incident protocols and/or emergency action plans.
- Attend mandatory meetings and trainings as scheduled.
- Enforce Campus Recreation policies and procedures.
- Complete and submit payroll information weekly.
- Serve as a liaison between recreation participants and Campus Recreation staff.
- Complete additional duties as assigned.

QUALIFICATIONS

- American Red Cross Water Safety Instructor (WSI) preferred.
- Current lifeguard, first aid, adult CPR/AED certification required.
- Previous swim instruction experience required.
- Proficient in swimming strokes – front crawl, back crawl, sidestroke, breaststroke and elementary backstroke.
- Knowledge of and ability to demonstrate skills in lessons instruction and use teaching aids such as kickboards, diving rings, pull buoys, etc.
- Ability to work independently.
- Able to work a variable work schedule that may include early mornings, evenings and weekends.
- Strong communication and customer service skills.

ADDITIONAL INFORMATION

- \$13.50 starting rate of pay
- Work study preferred but not required
- Shift days and times by appointment
- Submit general swim instructor application, including a copy of current certifications, class schedule and work study award
- To be hired, you will need to show ORIGINAL documentation (copies not accepted):
 - (1) a passport OR
 - (2) photo identification AND either a birth certificate or social security card
- For more information, contact Senior Associate Jeanne Orr @ 413-545-0022 or jorr@umass.edu