



City of Mason

Employment Opportunity

For

Aquatic Instructor

Hiring Range:	\$12.00 - \$17.00 DOQ	Classification:	Assistant
Reports To:	Aquatics Supervisor	FLSA:	Non-Exempt
Posted:	02/14/2022	Department:	Parks & Recreation
Working Hours:	Flexible	Status:	Part-time

General Statement of Duties and Distinguishing Features of Class

The City of Mason is seeking Aquatic Instructors for the Swim America Learn to Swim program at Mason Community Center. This is an excellent opportunity for those who enjoy working with children ages 6 months to 17 years of age. Previous experience teaching swim lessons are not a requirement. All new Aquatic Instructors will receive full training to instruct the Swim America curriculum. Lessons are currently held on Mondays and Wednesdays from 4:45 p.m. to 8 p.m. and on Saturdays from 8:45 a.m. to Noon. Additional times can become available based upon the program need. Aquatic Instructors are required to teach at least one 3.25-hour session per week.

Examples of Work (Illustrative Only)

- Provide quality instruction in water safety, swimming and/or diving techniques, within the scope of his/her training and within the curriculum of Swim America program and/or other governing agencies.
- Provides appropriate supervision to all participants.
- Ensures that all program participants remain safe.
- Prepares and maintains administrative records and paperwork as requested.
- Attends in-service training sessions and/or staff meetings as requested.
- Uphold the policies and procedures of the City of Mason and Parks & Recreation Department.
- Display knowledge of the department's Infectious Material & Exposure Incident Policy and facility Emergency Action Procedures.
- Administer and record any necessary first aid/victim care within the level of emergency training.
- Demonstrates knowledge of all emergency procedures throughout the recreational areas.
- Performs related duties and responsibilities as required.
- Swim lessons are conducted in compliance with Mason City guidelines, with lesson plans made correspondingly.

Skills, Knowledge, and Abilities: The following is preferred

- Must be at least 16 years old
- Must be willing to obtain and maintain a current certification of training from Swim America Program
- Previous experience as a water safety instructor preferred
- Ability to work a flexible schedule (including evenings, weekends & holidays)

Physical Requirements

Sufficient physical strength, endurance, and training to operate for extended periods of time in a variety of weather circumstances and to rescue swimmers who are in risk of drowning and may resist rescue. Lifting occasionally up to 75 pounds and maybe lifting an injured person. dealing with potentially harmful substances and some exposure. Frequent exposure to distracting noise levels, constant listening and visual monitoring necessary. Long amounts of time may be spent standing, sitting, or kneeling depending on position. may do given tasks inside or outside. Minimum 20/25 vision, corrected or uncorrected to ensure guest remain safe.

I understand that I am applying for employment at will, and nothing in this job description and no oral statements made to me in connection with this job description can be construed as a contract of employment.