

Swim Coach



To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. -Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

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JOB SUMMARY

Responsible for providing ~~the~~ direct leadership, instruction, and motivation for swim team participants. Attends swim meets and team functions throughout the year. Responsible for upholding a safe and clean environment for swim team participants. Assists with overseeing the overall health, safety, and welfare of community citizens who patronize the city's public pool. Performs water rescues as necessary. Helps enforce all facility rules. Work is performed under close supervision.

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ESSENTIAL JOB FUNCTIONS (examples, not all-inclusive)

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. -It is not necessarily descriptive of any one position in the class. -The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

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- Responsible for ~~the~~ safety of Swim Team Participants.
- Adheres to all state, health and safety standards and policies.
- Assess program participants for appropriate skill categorization.
- Maintains a positive and professional image for fellow workers and patrons.
- Coach various aquatic programs/classes.
- Assists with monitoring conditions conducive for facility use (i.e. Lightning Detection protocols).
- Assist with ~~the~~ removal ~~of~~ equipment from the pool as necessary (heating blankets, etc.).
- Maintains current certifications by attending seminars, classes, workshops, etc.
- Performs First Aid and CPR as necessary.
- Greets patrons and responds to general inquiries applicable to the Parks and Recreation Department.
- Instructs or assists with implementing activities and supervising ~~of~~ program participants.
- Processes applicable paperwork relative to the Departments/Swim Team needs.
- Performs light upkeep of facility from program use.
- Responds to routine questions, complaints, or requests for service.
- Communicates with supervisor relative to program/facility needs.
- Reports safety concerns and hazards to ~~the~~ supervisor.
- Assists with Swim Team Special Events.
- Ensures and enforces facility policies, regulations, and safety rules of the Parks and Recreation Department.

- Maintain an appropriate uniform appearance, clear and free from obstruction, to clearly display the Lifeguard insignia.
- Work a varied schedule to include, nights, weekends, and holidays.
- Maintains accurate records of program participants.
- Performs other duties as directed.

QUALIFICATIONS

Education and Experience:

High School Diploma or ~~G.E.D.; equivalent preferred.~~ A minimum of completion of approved lifeguard course; First Aid and CPR certification; an equivalent combination of education, certification, training or experience may be considered. Water Safety Instructor (WSI) Certification preferred. Two (2) years of Previous Lifeguard/Swim Instruction/Coaching experience or in a related field is required preferred. Preferred: Approved Lifeguard Certification, or membership in recognized professional swim association organizations.

Additional qualifying experience or completion of coursework at an accredited college or university in a job-related field may substitute on a year-for-year basis for one year of the required experience or education. Possess or be able to obtain a valid State of Florida driver's license by the date of hire Possess or be able to obtain a valid State of Florida driver's license within 30 days of hire.

Additional Certifications recognized nationally or approved by the City required, or obtained within three (3) months of hiring; Continuation of Employment is contingent upon acquiring and maintain certifications.

Employees in the Parks and Recreation Department are required to satisfy a Level 2 screening process.

Knowledge, Skills, and Abilities:

- Knowledge of municipal rules and regulations related to the use of pool areas.
- Skill in providing excellent customer service.
- Ability to make sound, quick, independent judgments and to handle persons in emergency situations.
- Ability to instruct and supervise pool users in the prevention of various accidents.
- Ability to perform rigorous exercises and keep in top physical condition.
- Ability to enforce rules and regulations firmly, tactfully, and professionally.
- Ability to manage groups of participants.
- Ability to follow instructions.

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- Ability to work outdoors.
- Ability to sit or stand for long time periods.
- Ability to teach and perform assigned duties of the swim team with proficiency.
- Ability to complete light custodial duties.
- Ability to follow instructions and report incident response protocols.
- Ability to work with limited supervision.
- Ability to work a designated work schedule, including evenings, weekends, and holidays.
- Ability to work independently and cooperatively.

PHYSICAL/MENTAL DEMANDS

Tasks involve the ability to exert moderate physical effort requiring considerable mobility in moving from one location to another in the performance of essential tasks.

Involves various other intermittent physical activities that include, but may not necessarily be limited to, climbing, crawling, stooping, kneeling, and bending. Work may involve some lifting, carrying, pushing, or pulling of objects and materials of light to moderate-heavy weight (20–50 pounds).

WORKING CONDITIONS

Tasks are regularly performed inside or outside with potential for exposure to adverse conditions, such as dirt, dust, pollen, odors, fumes, poor ventilation, wetness, humidity, rain, temperature and noise extremes, machinery or moving vehicles, vibrations, animals/wildlife, poisonous agents, chemicals, oils, and other cutting substances.

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