



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## YMCA OF ITHACA AND TOMPKINS COUNTY JOB DESCRIPTION

Job Title: **Swim Instructor**

Shifts: Part Time

FLSA Status: Non-exempt

Starting Pay Rate: \$13.00 per hour

Reports to: Aquatics Director

Revision Date: 5/4/21

Primary Function/Department: Aquatics

### POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit, charitable organization committed to strengthening community through youth development, healthy living and social responsibility. Swim instructors at the YMCA of Ithaca and Tompkins County create a safe and positive atmosphere that welcomes and respects all individuals while promoting and maintaining safe swimming conditions and learning environment in the pool, deck and surrounding areas in accordance with YMCA policies and procedures.

### OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

### ESSENTIAL FUNCTIONS:

1. Provides swimming and water safety instruction to students of all ages and abilities.
2. Plans and implements program activities that are culturally relevant, developmentally appropriate, and consistent with YMCA values.
3. Helps to create new approaches to serve the needs of program participants.
4. Adheres to program standards, including safety and cleanliness standards, and ensures consistency with evidence-based practices.
5. Maintains constant supervision of students, identifies students who need assistance, and supports students as necessary to ensure a positive learning environment.
6. Attends all staff meetings and trainings as required.
7. Follows YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention, and emergencies.
8. Maintains positive relationships with parents and caregivers and other staff. Models relationship-building skills (including Listen First) in all interactions.



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### **QUALIFICATIONS:**

1. Minimum age of 15 years
2. YMCA Swim Instructor V6 certification is desired but not required.
3. Demonstrated ability to recognize students who may need assistance.
4. Demonstrated ability to recognize and remedy hazardous and dangerous situations.
5. Demonstrated ability to swim in shallow and deep water and tread water.
6. Patience and the ability to communicate with all ages and levels of students, parents and caregivers, and other Y staff and volunteers.

**WORK ENVIRONMENT & PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Lift equipment and a small-to average-size child.
2. Remain in the pool area at all times.
3. Remain alert, with no lapses of consciousness, in a warm environment where air temperatures reach 80 degrees or higher.
4. Recognize distress signals.
5. Support child or adult body weight in the water.
6. Remain in water ranging from 80-85 degrees for one to four hours.
7. Communicate verbally, including projecting voice across distance, in normal and loud situations.

### **ADDITIONAL BENEFITS:**

- 403B Tax-Deferred Retirement Savings Plan through YMCA Retirement Fund
- Free individual YMCA membership.
- 50% off YMCA program registrations
- Closed most major national holidays including Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.