



6826 HAZEL AVENUE  
ORANGEVALE CA 95662  
916.988.4373

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## JOB ANNOUNCEMENT

**POSITION:** SWIM INSTRUCTOR  
**FINAL FILING DATE:** June 5, 2023  
**DESIGNATION:** Seasonal – (June-August)  
**HOURS:** Vary - 15-20 hours per week, more hours available during peak of season  
**PAY SCALE:** Swim Instructor - \$15.50 to \$15.75/per hour DOE

### APPLICATION/SELECTION PROCEDURE

Applications may be obtained from the Orangevale Recreation & Park District, 6826 Hazel Avenue, Orangevale, CA, 95662, or by calling (916)988-4373, or on the District web site at [OVparks.com](http://OVparks.com). Resumes will not be accepted in lieu of the District's official application form. All applications will be reviewed to select those applicants whose training and experience most closely match the requirements of this position. Those applicants possessing the most desirable qualifications may be invited to participate in the subsequent phase of the application process. For more information contact OVparks at (916)988-4373 or email [info@ovparks.com](mailto:info@ovparks.com).

### DESCRIPTION

Under general supervision by the Pool Manager and Recreation Supervisor, provide swim lessons/ private or group to all ages, levels and abilities.

1. Maintain the safety of participants in and around the class.
2. Provide instruction for varying ages and abilities.
3. Work with other instructors in co teaching certain classes.
4. Educate participants on proper technique and promote swimmer safety.
5. Submits completed report cards, lesson plans, and attendance sheets information on time.
6. Maintain a clean facility performing house cleaning duties.
7. Attends mandatory in-service trainings weekly to develop teacher development.
8. Communicate effectively with the lifeguards on duty and act as a team in an emergency.
9. Deliver excellent customer service to all that utilize the facility.
10. Complete additional duties as assigned.

### QUALIFICATIONS

(Current certification in the following is preferred but not required)

- Experience teaching swim lessons
- Knowledge of and the ability to demonstrate skills in swim lessons instruction
- Ability to work independently and possess energy and enthusiasm
- Current CPR/AED certification preferred or must be acquired within 30 days of hire.

**ABILITY TO**

- Thorough knowledge and application of swimming and water safety skills
- Thorough knowledge and application of teaching swimming and water safety skills
- An understanding of facility rules, policies, and procedures
- Leadership and public relations skills
- Communication skills
- Decision- making skills

**SPECIAL REQUIREMENTS**

- Proof of a negative Tuberculosis screening within the last two years is a pre-requisite for employment.

**Equal Opportunity Employer**

Orangevale Recreation & Park District is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, Orangevale Recreation & Park District will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

Job descriptions/specifications are only intended to present a descriptive summary of the range of duties, tasks, and responsibilities associated with a specified position. Therefore, descriptions/specifications may not include all duties performed by the individual. In addition, description/specifications are intended to outline the minimum qualifications necessary for entry into the position/class and do not necessarily convey the qualifications of incumbents within the position/class.