



Northside Independent School District

DEPARTMENT OF HUMAN RESOURCES

JOB POSTING NUMBER: 0208036

GENERAL EMPLOYMENT NOTICE

AQUATIC SWIM LESSON SITE SUPERVISOR

Aquatics Department
(Potential Openings)

*****All applicants must complete the accompanying Job Match Profile for full consideration*****

MINIMUM QUALIFICATIONS

- Must be 17 years of age or older
 - Minimum 2 years experience as lifeguard and/or swim instructor.
 - Current Swim America Site Supervisor Certification.
 - Current water Safety Instructor or Swim America Instructor Certification.
 - Current First Aid Certification. Advanced First Aid Certification preferred.
 - Current Cardio-Pulmonary Resuscitation (CPR) Certification
 - Must have satisfactory outcome of fingerprinting check prior to starting employment. Non-refundable fee paid by employee.
- *** Selected applicants may be required to test in specialized fields and/or to demonstrate skills by completing job simulations.**

SPECIAL KNOWLEDGE/SKILLS/ABILITIES

- Strong knowledge of pool operations and swim program regulations.
- Skill in supervising, training, and evaluating swim instructors.
- Skill in monitoring a large number of swim program participants.
- Ability to prepare and develop daily lesson plans to meet swim curriculum objectives.
- Ability to maintain a level of training and fitness commensurate to performing the essential functions of the job.
- Ability to communicate with diverse groups of individuals utilizing tact and diplomacy.
- Ability to establish and maintain effective working relationships with co-workers and the general public.
- Ability to maintain a flexible work schedule and be available to substitute for any scheduled aquatic staff while on duty.

ESSENTIAL FUNCTIONS

- Assist Program Director in the development and implementation of the swimming curriculum and daily lesson plans.
- Oversees swim instructors/participants and ensures pool areas are adequately staffed and prepared for operating hours.
- Assists Aquatics management in proper training of new swim instructors.
- Prepares and conducts swim lessons as needed and emphasizes and maintains safety procedures during/after all lessons.
- Receives, troubleshoots, and resolves program participant inquiries and complaints.
- Coordinates 911 emergencies and responds promptly and appropriately when rescue or first aid is necessary.
- Follows lifeguard maintenance schedule for pool/deck cleanings and keeps pool area clean when class begins and ends.
- Performs other program tasks such as: prepare student records and reports, maintain/inventory equipment.

REPORTS TO: Program Director

TYPE OF ASSIGNMENT: Part Time, Non-Exempt

MINIMUM HOURLY RATE: \$14.75

WORK DAYS: 261

PAY GRADE: G5P

NORTHSIDE INDEPENDENT SCHOOL DISTRICT OFFERS EXCELLENT FRINGE BENEFITS!

Internal Applicants – Submit a [Job Match Profile](#) form (click on link or available in Human Resources Office.)

External Applicants – Submit a completed [Application for Auxiliary and Classified Employment](#) and [Job Match Profile](#) form (click on link or available in Human Resources.) ALSO copies of required credentials to support the qualifications as posted in the job announcement must be submitted to Human Resources at time of application.

Only those persons who meet the minimum qualifications as posted, and submit a completed application for employment, with supporting credentials, will be considered for the position. The complete application packet should be submitted/mailed to:

Northside ISD
Human Resources
5617 Grissom Road
San Antonio, TX 78238

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5617 Grissom Road * San Antonio, Texas 78238 * (210) 397- 8600
Equal Opportunity Employer