

## **HEAD WATER SAFETY INSTRUCTOR**

**DISTINGUISHING FEATURES OF THE CLASS:** This is skilled and supervisory work which involves responsibility for overseeing the teaching and instruction of swimming techniques and water safety practices and for the general safety of participants. The work is performed under general direction of a swim program director or recreation administrator. Supervision is exercised over a number of Water Safety Instructors. This work is distinguished from a Head Lifeguard who is responsible for overseeing the activities of Lifeguards. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Supervises a staff of Water Safety Instructors;  
Enforces discipline among staff and participants;  
Supervises the instruction and lesson planning of Water Safety Instructors;  
Supervises testing and placement of students in instructional programs;  
Ensures that appropriate American Red Cross testing procedures are adhered to and that awards are properly issued;  
Organizes and supervises the operation of the Novice swim meet;  
Confers directly with the parents of students as needed;  
Assists Water Safety Instructors in teaching techniques.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of swimming skills and the methods of teaching them; thorough knowledge of water safety rules and regulations; good knowledge of water rescue techniques; good knowledge of emergency first aid procedures and techniques; ability to supervise the work of others; ability to communicate effectively.

### **MINIMUM QUALIFICATIONS:**

1. Possession of a current American Red Cross Water Safety Instructor certificate or its equivalent as determined by the NY State Department of Health and
2. One (1) season of paid experience in water safety instruction.

### **NOTES:**

1. It shall be the responsibility of the appointing authority to ensure the compliance with all other training and physical requirements and/or other certifications that may be required by state or local sanitary codes including Subparts 6-1 and 6-2 of the New York State Sanitary Code.
2. A Head Water Safety Instructor cannot perform Lifeguard duties, unless co-certified as such.