



## WALLA WALLA YMCA Position Description

**Position:** Swim Lesson Instructor  
**Reports to:** Aquatics Director  
**Benefits:** YMCA Membership & Sick Time

**Part Time / Non-Exempt**  
**Updated:** July 2025  
**Wage:** \$16.66 hour

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### **Position Summary:**

Teaches swimming techniques, swimming strokes and water safety rules to all ages that have varying swimming abilities including beginners. Assists more experienced swimmers to enhance their swimming abilities. Assesses the progress of each person. Creates a safe & positive atmosphere that promotes participant health, safety & engagement in accordance with YMCA policies & procedures.

### **Essential Functions:**

- Ensures the safety of children in swim lessons program by maintaining surveillance on classes.
- Communicates efficiently and patiently with students and parents of swim students.
- Follows established YMCA Aquatic Department/Employee Handbook policies and procedures.
- Serves as a Role Model for all health and safety protocols. Enforces safety rules for all classes.
- Recognizes and responds effectively to emergencies in the pool and on deck.
- Clears pool of all users as necessary in the event of serious emergency and/or potential or known contamination.
- Enforces all applicable pool regulations including those of the state relating to safety, hygiene and COVID prevention protocols.
- Ensures the timely and accurate completion of all Accident and Incident Reports.
- Reports any serious situations to the Aquatics Director or Swim Instruction Coordinator in a timely and thorough manner.
- Immediately reports any unsafe conditions or equipment.
- Attends and participates in staff training sessions.
- Assists Aquatics Director, Assistant Director and Swim Instruction Coordinator in staff training sessions.
- Performs other duties as assigned.

### **Position Qualifications:**

- Minimum 15 years of age.
- Water Safety Instructor certification required. The YMCA provides this course certification.
- CPR/AED/First Aide certification. The YMCA provides this course certification.
- Experience working with children.
- Ability to demonstrate patience and kindness.
- Ability to focus on maintaining a safe swimming environment.
- Ability to communicate effectively with participants, parents, and staff.
- Ability to stay on task and conduct oneself in a professional manner.
- Ability to take charge in the event of an accident and incident, and to provide guidance to guards as needed.
- Professionalism, quick thinking and decision-making skills.



**Physical Demands:**

1. Ability to stand and move easily in water.
2. Must be a strong swimmer.
3. Display good verbal and written communication skills in English. Fluency in Spanish is a plus.
4. Ability to lift more than 20 pounds on occasion.
5. Demonstrates responsible, reliable, professional, and mature behavior.

Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions outlined in this job description. We understand and mutually accept the above description of the job to be performed.

***This position description does not include every duty required of the employee but serves as a general listing of expectations. This description does not constitute a contract for employment and may be changed at any time at the discretion of the employer.***

***The YMCA is an Equal Opportunity Employer committed to strengthening communities by connecting all people to their potential purpose and each other.***