

Carroll Independent School District Job Description

JOB TITLE:	Coach, Swim School Instructor	Pay Grade:	0A2
Supervisor:	Aquatics Manger	Employment Days:	260
Department:	Aquatics	Wage/Hour Status:	Non-exempt

MISSION:

Building on a Dragon tradition of excellence, the Carroll Independent School District will foster a safe, caring, and creative learning environment that inspires students to realize their full potential as they positively impact the world around them.

JOB SUMMARY:

This position will teach both adults and children how to swim in a life-threatening, high physical-contact environment.

QUALIFICATIONS:

- Previous experience working with children
- Prior competitive swimming experience is desired but not required
- Effective interpersonal skills
- Excellent oral and written communication skills
- Mentally and physically fit
- Sixteen years of age or older
- Swim America Coach Training (employer provided)
- Ability to past CPR and First Aid Certification (employer provided)

MAJOR RESPONSIBILITIES:

- Instruct swimming lesson program within the guidelines established by Carroll ISD.
- Develop lesson plans implementing Dragon Swim School criteria.
- Identify pre- and post-session skill levels in students.
- Complete the necessary Dragon Swim School records.
- Communicate with parents, pool patrons, and staff in a professional and courteous manner.
- Select those students eligible for the competitive swimming and diving teams.
- Uphold and adhere to safety rules.
- Be adaptable and flexible in acceptance of changes in techniques and procedures.
- Keep abreast of innovative practices.
- Maintain a professional level of confidentiality regarding all district matters.
- Support the goals and objectives of the district and follow district policies.
- Perform other duties as assigned.

EQUIPMENT USED: As directed by the Aquatics Manager.

MENTAL DEMANDS:

This individual should be a self-motivated starter; perform tasks with little or no supervision; maintain a proactive attitude when establishing relationships among district personnel; and maintain emotional control under stress.

PHYSICAL DEMANDS/ENVIRONMENTAL FACTORS:

This position will require approximately 25% walking/standing; 50% sitting and 25% lifting; carrying up to 25 lbs; and stooping/bending.

THE REFERENCED STATEMENTS DESCRIBE THE GENERAL CHARACTERISTICS, QUALIFICATIONS AND PERFORMANCE RESPONSIBILITIES OF THIS POSITION, HOWEVER, ADDITIONAL REQUIREMENTS MAY BE STIPULATED DURING THE TERM OF ASSIGNMENT.

REVIEWED BY: _____ DATE: _____
(Director of Personnel Services)

APPROVED BY: _____ DATE: _____
(Assistant Superintendent for Administrative Services)

Date Created: 7/2003	Date(s) Revised: 10/2015
----------------------	--------------------------