

**LAKEVILLE AREA PUBLIC SCHOOLS  
POSITION DESCRIPTION**

<b>POSITION TITLE:</b>	<b>Water Safety Assistant</b>	<b>LOCATOR: (Office Use Only)</b>
<b>DEPARTMENT/BUILDING:</b>	<b>Community Ed. Building</b>	<b>POSITION CLASSIFICATION: Casual Position</b>
<b>TITLE OF IMMEDIATE SUPERVISOR</b>	<b>Aquatics/Youth Enrichment Coordinator</b>	<b>BARGAINING UNIT: Casual</b>

**POSITION SUMMARY:** The purpose of this position is to Assist Water Safety Instructors (WSIs) in conducting swim lessons.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

The essential functions of this position include, but are not limited to, the following fundamental duties:

1. Complete attendance as needed
2. Lead warm up and other activities under supervision of instructor
3. Assist instructor with demonstration of skills and other duties
4. Communicate effectively with students
4. Assist with set up of class equipment on a daily basis as needed
5. Assist with evaluating students at the end of each session to recommend advancement
6. Follow all aquatic safety procedures and notify supervisor of any safety concerns
7. Complete all training and in-services required

**POSITION QUALIFICATIONS (Specific training or job experience required before appointment):**

1. Current Red Cross Water Safety Assistant (WSA) certificate.
2. Must be at least 14 years old
3. Previous experience with swimming desired
4. Ability to assist students in the water
5. Ability to communicate effectively with parents, students, co-workers and supervisor
6. Ability to follow directions and follow through on tasks

Employee is required to:	Never	Occasionally 1-33%	Frequently 34-66%	Continuously 66-100%
Stand				X
Walk			X	
Sit		X		
Use hands dexterously (use fingers to handle, feel)				X
Reach with hands and arms				X
Climb or balance			X	
Stoop/kneel/crouch or crawl	X			
Talk or hear				X
Taste or smell	X			
Physical (lift and carry):		X		
Up to 10 pounds		X		
Up to 25 pounds		X		
Up to 50 pounds	X			
Up to 75 pounds	X			
Up to 100 pounds	X			
More than 100 pounds	X			

**DATE:** 4/12/12