

TOWN OF HOPKINTON
JOB DESCRIPTION
Water Safety Instructor (WSI)

JOB SUMMARY: Provides swimming lessons to adults and children.

SUPERVISION RECEIVED: Works under the direct supervision of the Pond Director.

SUPERVISION EXERCISED: None

ENVIRONMENT: Inside: 0% Outside: 100%

DUTIES AND RESPONSIBILITIES:

The following statements are intended to describe the general nature and level of work being performed by people assigned to this job. The following is not intended to be an exhaustive list of all responsibilities and duties required.

Provides swimming lessons to adults and children following the guidelines established by the Recreation Director.

Enforces beach rules both in and out of the water.

Performs daily beach and equipment maintenance.

Identifies safety concerns and reports them to the Pond Director.

Completes daily reports.

Follows all guidelines and procedures as set forth in the Kimball Pond Lifeguard Manual

Familiar with and executes safe work procedures associated with assigned work.

Maintain effective working relationships with other employees and the public.

Performs other related duties as assigned or required.

TRAINING, SKILLS AND EXPERIENCE REQUIREMENTS: Must have current WSI certification, CPR/AED Certification, and First Aid certification. Should be able to demonstrate proper use of safety equipment and current rescue techniques. Lifeguard certification desirable.

OTHER CONSIDERATIONS AND REQUIREMENTS:

Training days, opening day and closing day attendance required.

Demonstrated independent judgment

Demonstrated professionalism at all times including appropriate behavior, dress and presentation.

This position is a seasonal hourly employee of the Town of Hopkinton.

EVALUATION: At the end of the summer by the Recreation Director or designee.