

Neighborhood Club Position Description



Position: Aquatics, Swim Instructor, part-time

Job Location: 17150 Waterloo, Grosse Pointe MI, 48230

Schedule: 6-9 hours per week during Swim Lesson Sessions. Evenings, weekends and holidays as necessary

Total Compensation: \$13-\$14/hr, DOQ

Application Deadline: Position(s) open until filled

The Neighborhood Club is a non-profit servicing the Grosse Pointe communities (service population of approximately 50,000) for more than 100 years. The Neighborhood Club operates a Recreation and Wellness Center that opened in January 2013. The 48,051 square foot facility has a fitness center, fitness studio, gymnasium, indoor pool, locker rooms, preschool, multi-purpose community room, rowing/fitness room, Sports Enhancement Center, and two training/conference rooms. Beaumont Health System is a long-term tenant in the facility occupying approximately 25% of the building space providing adult physical therapy and services for children with special needs.

Responsibilities

- Under the supervision of the Aquatic & Wellness Supervisor, this position is responsible for the instruction and safety of swimming to participants of all ages and skills.
- Effectively instruct aquatic class participants for the skill levels assigned.
- Create and use lesson plans for all classes.
- Keep accurate records including, but not exclusive to: attendance, progress of participants, class activities and course record sheets.
- Begin and end class on time.
- Complete and distribute report cards that are thorough.
- Organize rescheduling of own Private Lessons, as needed.
- Create a fun and inviting learning environment.
- Build a strong relationship with participants and recommend classes based on skill level.

Qualifications

- Must be able to work evenings, weekends and holidays as assigned.
- Must be able to work as part of a team and interact with people in a friendly and supportive manner
- Must be able to communicate effectively to participants and their guardians.
- Must possess exceptional customer service and motivation skills.
- Must have the physical conditioning to instruct swimming lessons.

Requirements

- Must be age 16+
- Current Water Safety Instructor (WSI) or Basic Swim Instructor (BSI), preferred
- Current Lifeguard Certification or Adult, Child and Infant CPR and First Aid Certification
- Previous experience teaching swim lessons preferred
- Must pass a background check as conducted by Neighborhood Club staff, if age 18+

Return applications to Justin Vicari, Aquatic & Wellness Supervisor: justin@neighborhoodclub.org

The qualifications and descriptions as listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other related selection or promotional criteria.

The Neighborhood Club is an Equal Opportunity Employer