

To apply for this position, please answer the questions on the advertisement.

POSITION DESCRIPTION	
Title:	Learn to Swim Instructor
Group:	Services
Reports to:	Learn to Swim Coordinator
Grade:	10
Hours:	Casual – as required
Vehicle:	No
Position Purpose	
To coordinate delivery of professional learn to swim programs as required	
Qualifications and Experience <i>(Minimum required/essential for success in the job)</i>	
<p><u>ESSENTIAL CRITERIA:</u> (to apply for this position, please answer the questions in the advertisement)</p> <ul style="list-style-type: none"> • Current AUSTSWIM Teacher of Swimming and Water Safety Certificate • Current Provide First Aid – HLTAID003 Certificate • Maintain annual competency in CPR – HLTAID001 • Ability to communicate effectively with the public and excellent interpersonal skills • Work Health and Safety Awareness • Ability to work as part of a team and the ability to work unsupervised • Demonstrated experience and skills in delivering Learn to Swim lessons • Experience in making suggestions for improvements to a quality management system or suggestions for other business improvements • Possess a “Working with Children Check” Clearance in accordance with the ‘Child Protection (WWC) Act 2012’ <p><u>DESIRABLE CRITERIA:</u></p> <ul style="list-style-type: none"> • Pool Lifeguards Licence • Certificate III in Fitness • WETS Aqua Instructor Certificate 	

Main Activities/Tasks

Council operates on the principle of existing to provide benefits for our Community, Councillors, Customers and the Council itself – we call this the 4C's. This position is required to do everything they can to identify, develop, resource, provide, support and measure benefits to the 4C's.

- Conducting Learn to Swim classes
- Promotion of Shellharbour City Council Learn to Swim programs
- To be fully aware of and follow strictly, all approved cash handling procedures for the pools (where appropriate) and reception duties
- Undertake other duties within skill and experience level as directed by management, including Lifeguard duties

Support and promote the integrity and reputation of Council

- Apply and demonstrate the values of Council across all aspects of work
- Be a role model for quality customer service
- Ensure compliance with all Council policies and procedures and relevant legislation

Work Health & Safety

- Required to take reasonable care of self and others in the workplace
- Cooperate with all health and safety policies and procedures agreed to by management and staff
- Report any unsafe conditions that are identified
- Not bypass or misuse systems or equipment provided for WH&S purposes.
- Must participate in WH&S training as required and contribute to the identification of hazards and assessment of risks as required.