



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

TITLE: Adaptive Aquatics Instructor
STATUS: Part-time, Non-exempt
REVISED: Apr-18

DEPARTMENT: 09-Special Programs
REPORTS TO: Special Programs Director
BRANCH: Pabst Farms

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living, and social responsibility. Provide individualized adaptive swimming instruction to participants with disabilities in a safe and nurturing environment.

QUALIFICATIONS:

- 16 years of age or older.
- Previous experience working with individuals with cognitive and physical disabilities, preferred.
- Ability to instruct water safety and swimming skills to others, making modifications based on abilities of each participant.
- Certifications that must be obtained and maintained within first 90 days: CPR, AED , First Aid , Child Abuse Prevention, Blood borne Pathogens, Hazard Communication.
- Willingness to attend meetings, training, and obtain additional certification as requested.

PHYSICAL DEMANDS:

Ability to perform all physical aspects of the position; including leading classes, walking, standing, bending, reaching, and lifting in and out of water.

WORK ENVIRONMENT:

Individuals in this job will be subject to loud, humid, and hot facilities.

ESSENTIAL FUNCTIONS:

- Prepare lesson plans and provide instruction to participants in accordance with YMCA guidelines.
- Develop relationships and regularly communicate progress with parents or care-givers, as needed.
- Maintain accurate and up-to-date class records, including but not limited to: attendance, lesson logs, and progress reports.
- Ensure class preparations are complete and begin instruction according to set schedule. Clean-up and put materials away after class.
- Address and redirect inappropriate behavior as needed in accordance with YMCA guidelines.

YMCA COMPETENCIES (Leader):

Advancing Our Mission & Cause

- Serves others by intentionally welcoming, connecting, and supporting them, and inviting them to get involved and give back to the community.
- Tells the Y story in regular interactions with members.
- Seeks to understand and support change efforts.

Building Relationships

- Develops and maintains positive relationships with volunteers, members or program participants, and colleagues at all levels of the organization.
- Responds to the individual needs of the other person.
- Embraces all dimensions of diversity (i.e., ability, age, culture, ethnicity, faith, gender, income, national origin, race, religion, sexual orientation, socio-economic status, etc.) by treating all people with dignity, compassion, and respect.
- Creates a safe environment in which others feel welcome and respected.

Leading Operations

- Delivers a high-quality experience to members, participants, or project teams.
- Organizes program or project resources, space, or deliverables to best meet intended goals and outcomes.
- Improvises quickly and appropriately when faced with unexpected circumstances.
- Uses best practices, guidelines, and industry standards as a framework to improve performance.

Developing & Inspiring People

- Supports members, participants, or project teams in achieving their goals.
- Proactively shares information, experiences, lessons learned, and suggestions to help others be more successful.
- Acts in alignment with personal and organizational values in all situations.
- Operates with openness and a willingness to receive ongoing feedback from all levels of the organization.

DISCLAIMER:

Other duties may be assigned to this position at the discretion of the reporting supervisor.

Performance evaluation, based on essential functions and competencies, will be conducted annually.

By signing this description, I acknowledge that I possess all qualifications stated and am **able / unable** (circle one) to perform all essential functions without special assistance.

Employee Signature

Date