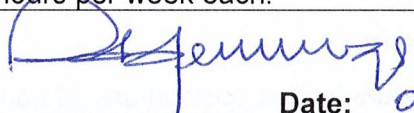


POSITION DESCRIPTION: Aquatic Programs Instructor (ASALC)

Position title	Aquatic Programs Instructor
Designation	ASALC Level 4 (ASTC EA)
Position number	ASALC014
Responsible to	ASALC Aquatic Programs Coordinator
Position status	Permanent, part-time Job Share (2 x .5 FTE) 19 hours per week each.
Position description approved	 Date: 06 11 20

Primary Objective

Located at the Alice Springs Aquatic & Leisure Centre (ASALC) and within the Community Development Directorate, this versatile position will assist the Programs Coordinator with the development, programming and delivery of Programs to satisfy community needs. These programs include Learn to Swim, Access and Inclusion, Infants and Pre-schoolers, Adults and Aqua Aerobics. Demonstrate a socially inclusive community focus by providing effective, efficient customer service to the Alice Springs community.

Key Responsibilities

- Under the general direction of the Programs Coordinator, plan and deliver Learn to swim sessions to suit all ages and abilities.
- Provide input into improving swimming sessions and assess the success of these strategies.
- Liaise and raise awareness of programs offered at ASALC with community groups.
- Assist in the development and implementation of additional programs for Infants, Adults, CALD and Access and Inclusion clients.
- Recording and reporting of Program statistics to RLSSANT.
- Maintain and update assessment records through LINKS and Spreadsheets.
- Ensure all aquatic Program equipment is in working order and report all issues to Programs Coordinator.
- Assist with Learn to Swim Bookings and rostering of Programs staff.
- Support Programs Coordinator in School booking procedure and collection of data.
- Supervise and respond to program participants needs and ensure their safety at all times.
- Educate facility patrons about safe aquatic practices in a professional manner.
- Assist in development and delivery of Professional Development opportunities.
- Engage in community pop up stalls/markets/events as required.
- Uphold organisational values and behave according to Council's Code of Conduct, including treating other employees and the general public with respect.

- Maintain own health and safety and that of other people in the workplace or those who may be affected by the work being carried out.
- Perform other duties within capabilities and/or consistent with the level of this position as required.

Delegations

Nil

Supervisory Responsibilities

Casual Aquatic Program Instructors as directed by Programs Coordinator

Special Requirements

- The standard hours for this position are 19 hours per week and may include weekends.
- Any additional hours offered, up to 38hrs a week are paid normal time. Hours in excess of 38hrs are paid per current ASTC EA.
- Appropriate pay rates apply for work performed outside ordinary hours (weekends).

Qualifications

- AUSTSWIM Teacher of swimming & water safety.
- AUSTSWIM Teacher of infants.
- Current Working with Children Clearance (Ochre card).
- Current Provide First Aid and CPR (minimum).

Selection Criteria

Essential

1. Demonstrated experience conducting swimming and/or aqua aerobics instruction sessions for participants of a variety of levels.
2. Relevant recent experience delivering and assessing skills and progress of program participants and devise an appropriate development plan.
3. Ability to develop positive relationships with staff, customers, external organisations and industry networks.
4. Excellent interpersonal and communication skills, including intermediate computer literacy. Able to interpret the needs of facility users and interact with them in a friendly, caring and respectful manner.
5. Ability to provide effective supervision of facility patrons and respond effectively to customer needs, in accordance with Royal Life Saving practices.
6. Ability to effectively educate facility users regarding aquatic safety and facility regulations.
7. Ability to work flexible hours including early mornings, evenings and weekends.