



---

**JOB TITLE: Swim Instructor**

**GRADE 2**

**DEPARTMENT: Parks & Recreation**

**FLSA STATUS: Non-Exempt**

**REPORTS TO: Rec Program Director & Pool Manager**

---

**GENERAL DEFINITION OF WORK:**

The swim instructor is responsible for providing hands-on swimming instruction to the participants of our youth swimming lessons program. With the support of the pool lifeguards, they are responsible for supervising and ensuring the safety of the participants during the program. The swim instructors will be responsible for the general safety and development and skill achievement of the participants in his/her group.

**ESSENTIAL FUNCTIONS/TYPICAL TASKS:**

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

1. The ability to acquire and maintain Basic CPR and First Aid Certification and Water Safety Instructor Certification (WSI)
2. Adequate swimming ability and teaching ability to facilitate the swimming instruction.
3. The availability to work a variety of shifts including, daytime, evenings, and weekends.
4. Evaluating the skill level of program participants and provide appropriate instruction to develop the intended skills of the swimming program.
5. Monitoring the program participants and ensure the safety, appropriate behavior and adherence to pool rules and regulations.
6. Work closely, cooperatively and amicably with all staff members including swim instructors and lifeguards.
7. Communicate participant issues to the Rec Program Director or appropriate staff to notify parents or to take corrective action.
8. Keep the Rec Program Director up-to-date on any ongoing issues.

**KNOWLEDGE, SKILLS AND ABILITIES:**

Candidates must possess or have the ability to obtain from Red Cross certification in CPR & First Aid and as a Water Safety Instructor (WSI). Candidates must have strong swimming abilities and a sound knowledge of proper swimming techniques and water safety rules. Candidates should also have effective communication skills.

**EDUCATION AND EXPERIENCE:**

1. Must be a minimum of 16 years of age.
2. American Red Cross Water Safety Instructors Certification
3. CPR & First Aid Certification

A comparable amount of training and experience may be substituted for the minimum qualifications.

**PHYSICAL REQUIREMENTS:**

Defined as very active work: exerting force to move objects occasionally and/or in excess of 50 pounds of force on occasion and /or in excess of 20 pounds of force: worker is sitting/standing and/or in motion most of the time.

**SPECIAL REQUIREMENTS:**

1. Must be a minimum of 16 years of age.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

Revised: 4/2021

Applicant must be legally authorized to work in the United States and willing to provide unexpired USCIS Form I-9 employment eligibility verification documentation upon request.

**SALARY:**

Grade 2 Step 1 @ \$16.53 per hour

**Easy Ways to Apply:**

1. Visit our website at <https://www.washco-md.net/jobs/>  
or
2. Complete and email an Application to [HR@washco-md.net](mailto:HR@washco-md.net)  
or
3. Complete and mail Application to:  
**Washington County Human Resources Department,  
100 W. Washington Street, Room 2300,  
Hagerstown, Maryland 21740.**

**Internal Candidates are required to use an Internal Application (including resume) when applying.**

Washington County is an Equal Opportunity Employer. Individuals requiring special accommodations or assistance are requested to contact the Human Resources Department at 240-313-2350, Voice or TDD (D/HH use 711) M/F/H/V

**DEADLINE FOR FILING APPLICATIONS WITH HUMAN RESOURCES:**

**Tuesday, April 28, 2026 @ 4:00pm**