

**COUNTY OF ORANGE
MUNICIPAL/SCHOOL
JOB CLASSIFICATION SPECIFICATION**

CLASS TITLE: Water Safety Director (Seasonal)

TITLE #: 1779

DISTINGUISHING FEATURES OF THE CLASS: Oversees the day-to-day operation of the swimming program. Directs all activities for the program, including training staff on program requirements, and supervising swimming instruction. Work is performed under the administrative direction of the Town Supervisor. Oversees the work of assigned personnel. Does related work as required.

TYPICAL WORK ACTIVITIES:

Schedules instruction times and assigns instructors and aides;

Supervises assigned staff;

Trains staff regarding all program requirements;

Supervises the instruction of swimming programs;

Uses rescue techniques to come to the aid of distressed swimmers;

Maintains required records;

Acts as instructor as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of first aid, life saving and rescue work as applied to accidents in and around water; ability to swim well and instruct others; ability to communicate effectively with assigned staff and public; ability to keep records and make simple reports; keen observation; mental alertness; sound judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Possession of a current Water Safety Instructor certification.

SPECIAL REQUIREMENTS FOR APPOINTING AUTHORITIES:

- **Appointing authority must have proper registration/contract with the American Red Cross in order to give out certifications to swimmers who demonstrate mastery of various levels.**
- **If required to act as a lifeguard, the appointing authority is responsible to ensure if the incumbent will be qualified as a Lifeguard. Possession of valid American Red Cross or equivalent certifications as determined appropriate by the appointing authority. Must possess and maintain current certification in CPR as a professional rescuer. CPR certificates are valid for one (1) year from the date of certification, regardless of the expiration date noted on the card. The appointing authority is responsible for verification of age, appropriate vocation work permit and compliance with New York State Department of Labor regulations regarding the maximum daily and weekly hours and days per week a minor is permitted to work. Must verify that applicable laws and regulations are being followed based on the specific type of water feature the lifeguard is working at.**

NOTE: May only act as a lifeguard during recreational swim periods or during periods when not concurrently performing instructional duties.

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CLASS TITLE: Water Safety Instructor (Seasonal)

TITLE #: 1792

The New York State Sanitary Code (SSC) can be found at the following links:

Water Safety Instructor Fact Sheet is Progressive Swimming Instructor:

<https://www.health.ny.gov/environmental/outdoors/camps/docs/psi>

Lifeguard Fact Sheet:

<https://www.health.ny.gov/environmental/outdoors/camps/docs/aquacert>

CPR Fact Sheet:

<http://www.health.state.ny.us/environmental/outdoors/camps/docs/firstaid.pdf>

JURISDICTIONAL CLASSIFICATION: Non-competitive in Towns and Villages

Adopted: 6/24/00 kmg

REVISED: 07/26/06 dmc

REVISED: 07/12/23 ld