

# City of Roswell, Georgia

## JOB DESCRIPTION

[www.roswellgov.com/jobs](http://www.roswellgov.com/jobs)

*To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.*

### **Dive Coach II – Roswell Area Park Outdoor Pool**

**Department:** Recreation, Parks, Historic and Cultural Affairs

**Pay Range:** \$15 - \$17 / Hourly

**Job Status:** Seasonal (120 days or less); Days, Evenings, and/or weekends

#### **JOB SUMMARY**

The purpose of this classification is to provide support functions for Aquatics Facilities, Dive Team, and Staff. This level classification will act as a lead for training Dive Coach I. Work involves dive team participant supervision, training, CPR, dive development and implementation, and patron interaction. Employee must exercise independent judgment, discretion, and initiative in completing assignments. Employee must obtain and maintain Red Cross CPR and Lifeguard certifications.

#### **ESSENTIAL JOB FUNCTIONS**

- Attends and participates in dive team training, practices, and dive meets.
- Assists in training of Dive Coach I in policies, procedures, and coaching techniques.
- Assists in scheduling dive coaches.
- Assists and trains children in dive development and implementation.
- Monitors the aquatic facility while the dive team is practicing.
- Completes, understands and interprets various schedules, calendars, incident/accident reports, and other documents.
- Ensures compliance with all applicable codes, laws, rules, regulations, standards, policies and procedures; ensures adherence to established safety procedures; monitors the environment for individuals' safety; initiates any actions necessary to correct deviations or violations.
- Acts quickly and properly in a lifesaving incident.
- Maintains a positive attitude and works well with other staff and the supervisor.

## **MINIMUM QUALIFICATIONS**

### **Education and Experience:**

Must possess and maintain a current Red Cross CPR and Lifeguard certification. Must have at least one season of dive coach experience. USA Diving Coaching Foundation Level 1 is a plus.

### **Licenses or Certifications:**

- Driver License preferred
- Red Cross CPR
- Red Cross Lifeguard

### **Knowledge, Skills, and Abilities:**

- Ability to learn, comprehend, and apply all city or departmental policies, practices, and procedures necessary to function effectively in the position.
- Ability to lead and direct Dive Coach I.
- Ability to read, review, prioritize, and analyze master schedules and other documents. Includes determining time management of when to complete needed tasks with multiple deadlines.
- Ability to operate, maneuver, and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.
- Ability to exercise independent judgment to apply facts and principles to resolve problems.
- Ability to exercise judgment, decisiveness, and creativity in situations when needed.
- Ability to act under pressure in a lifesaving event.

## **PHYSICAL DEMANDS**

Must be a good swimmer and diver with the ability to carry or move an individual in or out of the water.

## **WORK ENVIRONMENT**

Work is regularly performed in the exposure of the outdoor elements (heat, sun, rain).

**The City has the right to revise this job description at any time. This description does not represent in any way a contract of employment.**

*The City of Roswell, Georgia commits to a policy of equal employment opportunity for applicants and employees, complying with local, state, and federal laws. The City's policy is to employ qualified persons without discrimination regarding race, creed, color, religion, age, sex, country of national origin, marital status, disability, sexual orientation, gender identity, genetic information, political affiliation, ethnicity, or status in any other group protected by federal/state/local law.*