

JOIN OUR TEAM OF ROCKSTARS AT THE CARVER CENTER
AQUATICS TEAM Opportunity: Swim Instructor

We seek versatile self-starters, flexible and resilient, with energy and enthusiasm for helping build brighter futures!

About us: The Port Chester Carver Center builds brighter futures by serving, educating and empowering Port Chester residents. Founded in 1943, Carver Center began as a small storefront daycare program for African American children whose parents worked in wartime defense plants. The Carver Center grew to be a small food pantry and childcare program that operated out of a rented synagogue basement for over 50 years.

In 2000, Carver Center moved to our current location—a 50,000 square foot building that features classrooms, multi-use rooms, a 25-yard heated indoor pool, saunas, a full-court gymnasium, movement studio, a fully equipped kitchen, tech lab, food market and a STEAM makerspace. Informally known as the heart of the community, Carver Center's programs and services meet the holistic needs of people at every stage of life. Carver Center's programs address food insecurity; childcare; out-of-school-time enrichment; youth development; services to support immigrants (citizenship classes); programs for senior citizens; aquatics and more.

Position Qualifications:

- Current certification in nationally recognized lifeguard program. Water Rescue, First Aid, and CPR/AED for the Professional Rescuer must be included. Certifications must fall within the eligibility of NYS DOH, Westchester County Health regulations
- WSI Certification is a plus
- Ability to prepare reports, legibly and without spelling errors
- Proficiency in full suite of Microsoft Office applications
- Ability to communicate effectively among fellow staff, supervisor(s), members and guests
- Must be willing to work mornings evenings, holidays and weekends as assigned
- Fluency in Spanish is strongly preferred

Position Specific Duties/Responsibilities:

- Swim Lessons/Swim Testing/Camp Programming Instruction
- Build programming to ensure positive learning and wellness within the groups
- Train and educate all lesson participants with a hands-on approach needed to ensure cohesive learning and individual thinking when teaching
- Demonstrate a positive attitude and actions through a display of courtesy, service, cooperation, hospitality, sensitivity, and professionalism to internal and external customers
- Enforce safety rules and regulations with other lifeguards as well as pool members and guests.
- Administer First Aid, CPR and other safety procedures as required
- Ensure that proper child to lifeguard/instructor ratios are maintained as per governing agency
- Ensure all patrons, guests, rental contracts are recorded in the daily chemical and attendance sheets
- Periodically check PH, Chlorine, Calcium, and Alkalinity levels, and record them in the chemical log book, as per request from the Department of Health
- Ensure all maintenance has been performed and documented for pool, pool deck, locker room areas, hallways, and chemical storage areas as per Department of Health
- Maintain and check all emergency rescue devices and equipment on a daily basis
- Replace or repair any missing, broken, damaged, non-functioning equipment immediately and record it on the chemical log sheet

- Communicate any and all aquatic emergencies to the front desk and Head Lifeguard and Aquatics Director promptly as they occur
- Wear proper uniform, including but not limited to; bathing suit, t-shirt, whistle, fanny pack, eye wear, and rescue tube at all times while on duty
- Perform other duties as assigned by the Head Lifeguard or Aquatics Director or his/her designee

Training Requirements to Attain Position:

- Swim Test, Water rescue skills, CPR/AED, First Aid practical and verbal tests will be conducted prior to employment.

Training Requirements to Maintain Position:

- Lifeguards must perform in-service training on all water rescue, First Aid, CPR/AED, Oxygen skills on a bi-monthly basis minimum; & on their own time
- Lifeguards must document specific skills/drills performed during in-service and provide documentation to supervisor
- Attend all meetings as scheduled by the Aquatics Director and/or designee

Physical and Sensory Requirements:

- The ability to lift, drag, pull, or carry a minimum of 25-50lbs.
- Ability to sit, stand, sway, and walk for extended periods of time.
- Ability to work in extreme environmental and chemical conditions
- Ability to work in high stress environment or situations; including high bather loads, emergency situations, and difficult patrons/guests
- Potential for exposure to extreme chemicals including aquatic testing materials, chlorine, acid, liquid shock, calcium, bi-carbonates, and cleaning chemicals. Staff must take precautions to prevent accidents/injuries when dealing with such chemicals and materials to self and others.
- Must wear proper uniform, including but not limited to; bathing suit, t-shirt, whistle, fanny pack, eye wear, & rescue tube at all times while on duty

AVAILABLE SHIFTS:

Monday – Friday: 8am-12pm, 12pm-4pm, 4:30pm-8:30pm

Saturday: 9am-2pm

Rate: \$17/hour

Qualified candidates should email dbonnet@carvercenter.org and include a resume.