**[Your Name]**  
[Your Title / Position]  
[Facility or Organization Name]  
[Phone Number]  
[Email Address]  
[Date]

**To Whom It May Concern,**

I am writing to enthusiastically recommend **[Swim Instructor’s Full Name]** for any position or opportunity they pursue. [First Name] has worked as a **Swim Instructor** at **[Facility Name]** under my supervision for the past **[# of seasons/years]**, and they have consistently demonstrated professionalism, patience, and exceptional teaching ability.

In their role, [First Name] has taught swimmers of all ages and skill levels, from hesitant beginners to confident pre-team athletes. They bring a structured, clear, and encouraging approach to every lesson, and are skilled at adapting instruction to individual needs. Parents frequently express appreciation for [his/her/their] calm demeanor, effective communication, and visible progress in their child’s swimming ability.

What sets [First Name] apart is their leadership on deck. They not only teach but also serve as a role model for newer instructors — often stepping in to help with class transitions, mentoring, or lesson planning. [He/She/They] are dependable, punctual, and always prepared, maintaining a high standard of safety and professionalism during every shift.

[First Name] is also certified in **CPR/AED, First Aid, and Lifeguarding**, and has a strong understanding of water safety practices and emergency procedures. Their ability to manage both individual and group lessons with confidence makes them an asset in any aquatic program.

I have no doubt that [First Name] will continue to make a meaningful impact wherever they go. I recommend them without reservation and am happy to provide additional information if needed.

Sincerely,  
**[Your Full Name]**  
**[Your Title]**  
**[Facility Name]**