**Master Instructor – Aquatics**

**Status:** Full-Time / Part-Time
**Reports To:** Aquatics Director

**Position Summary:**

The **Master Instructor** is a senior-level aquatic professional who serves as both a high-performing swim instructor and an operational leader. This hybrid role supports the Aquatics Director and can take over management duties as needed, while also working directly on deck — teaching, mentoring staff, and ensuring smooth, safe programming.

The Master Instructor sets the standard for excellence in instruction, accountability, and team leadership. They lead sessions, handle problem-solving in real time, and provide coverage across programs with precision and authority.

**Key Responsibilities:**

**🧑‍🏫 Instruction & Coaching**

* Teach swim lessons of all levels, including private, group, and adaptive sessions
* Step in as lead instructor or demo model when needed for new staff or advanced classes
* Maintain class rosters, take attendance, and manage lesson progress documentation
* Communicate with parents and participants about progress, placement, and goals
* Adjust teaching methods based on age, ability, or special circumstances

**🧑‍💼 Leadership & Management**

* Act as on-deck supervisor when Aquatics Director is off-site
* Handle instructor call-outs, emergency coverage, and real-time staffing issues
* Lead daily team check-ins, assign roles, and ensure lesson transitions run smoothly
* Train, shadow, and mentor new or developing instructors
* Assist with scheduling, roster setup, and assigning instructors to classes

**🛠️ Operational Oversight**

* Set up and break down teaching areas, ensuring safety and equipment readiness
* Print rosters, track attendance, complete incident reports, and communicate updates to the office
* Serve as the point person for resolving parent concerns or on-deck issues during lesson hours
* Monitor facility cleanliness and safety throughout instructional hours

**Requirements:**

* 3+ years experience in swim instruction or aquatic program delivery
* Demonstrated leadership experience (lead instructor, deck supervisor, or similar)
* Current certifications in:
	+ Lifeguarding
	+ CPR/AED & First Aid
	+ Swim Instructor Certification (WSI, Starfish, or equivalent)
* Strong problem-solving, time management, and communication skills
* Ability to remain calm, professional, and proactive under pressure
* Must be able to work evenings, weekends, and peak lesson times

**Preferred Qualifications:**

* Experience with roster systems and lesson management software (Jackrabbit, iClassPro, etc.)
* Background in special needs/adaptive instruction
* Prior supervisory experience or stepping in as acting manager

**Compensation & Perks:**

* Premium hourly or salaried pay based on experience
* Bonus opportunities for sub coverage and leadership performance
* Paid ongoing training and certification renewals
* Advancement pathway toward Aquatics Director or full-time program coordinator roles
* Staff gear, lesson resources, and professional development support

**Master the deck. Lead the team. Make every swimmer better.**
Apply today to become the trusted backbone of our aquatic program as a **Master Instructor**.