Responsible for evaluating incoming students and conducting swim lessons under the direction of the department chairperson and teachers assigned to the pool. To monitor and maintain the pool and facilities while ensuring compliance with county and state health regulations.

**DUTIES AND RESPONSIBILITIES INCLUDE**

- Screens and evaluates the swimming ability of incoming students to determine ability and group placement.
- Reviews safety rules, elementary rescue, and artificial respiration procedures with students.
- Implements teacher lesson plans in accordance with American Red Cross units and aligned with the Middle School Physical Education Curriculum Guide; assists with curriculum planning as requested.
- As assigned lifeguard, maintains constant surveillance to ensure the safety of students; must be identifiable as a lifeguard when in pool area.
- Assesses student progress and performance at the conclusion of American Red Cross units.
- Coordinates services of the American Red Cross swim program with the school; submits reports to the Office of Middle School Physical Education as directed.
- Enforces pool standards, rules, and regulations; monitors and supervises students in locker rooms and surrounding areas.
- Secures the pool area when appropriate personnel are not on duty.
- Assists instructional staff with clerical duties, e.g., daily attendance, grading, accident forms, and the distribution of American Red Cross cards and HCPS achievement/fitness certificates.
- Monitors and maintains the pool and pool area facilities according to approved standards.
- Maintains an inventory of all program supplies and equipment, requests pool supplies as needed.
- Participates in school meetings and in-service training as directed.
- Performs other work-related duties as assigned.

**SALARY**

Starting Salary for Swim Technician ($23,031)

**REQUIREMENTS**

- High school diploma or GED.
- Hold and maintain certification as American Red Cross Water Safety Instructor preferred.
- Hold and maintain Lifeguard, CPR, and First-Aid certification.
- Hold and maintain Pool Operator License preferred.
- Experience as lifeguard and swim instructor.
- Possess strong verbal, written, and interpersonal skills.

**HOW TO APPLY**

Employment applications are accepted online only. To access the application, visit the Current Job Openings section of the HCPS website at www hcps org. If you have questions or require assistance to complete the online employment application, contact the Human Resources Office at 410-588-5238.
Online employment applications will be accepted until filled.

The Harford County Public School System (HCPS) does not discriminate on the basis of race, color, sex, age, national origin, religion, sexual orientation, gender identity, marital status, genetic information, disability, or any other basis prohibited by law with regard to employment or conditions of employment, or participation in or access to its programs, activities, or services. Inquiries related to the non-discrimination policy of the Board of Education of Harford County should be directed to the Supervisor of Equity and Cultural Proficiency at 410-809-6065.

This document is available in alternative form upon request. To request disability-related reasonable accommodations, please notify a staff member in the Human Resources Office at the time you are contacted for an interview.

AFFIRMING EQUAL EMPLOYMENT IN PRINCIPLE AND PRACTICE