

Title:	Department:
Employee Group:	Immediate Supervisor:

Under close supervision of MCC Recreation Department, plans, organizes, and provides quality swimming and water safety instruction at Montcalm Community College.

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1. Plans and organizes personal class teaching outlines, methods, and goals that support the general teaching outlines provided by the Aquatics Manager and the American Red Cross Swimming Program.
 2. Organizes and directs activities of assigned students to provide a high level of quality instruction for all students.
 3. Ensures that all class students are registered, with a registration card prior to beginning class, are thoroughly involved, are on a first-name personalized basis in meaningful instruction for the class duration and, are in receipt of appropriate certificates and awards as the session concludes.
 4. Establishes positive public relations with parents/guardians of class students helping them recognize and understand swimming developments and achievements.

	Online application at www.montcalm.edu/employment . Attach your cover letter, detailed resume, transcripts, and three reference letters.
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It is the policy and practice of Montcalm Community College to provide equal educational and employment opportunities regardless of race, sex, pregnancy, color, religion, national origin or ancestry, age, marital status, height, weight, disability or veteran status, sexual orientation, gender identity or gender expression, genetics, or membership in any other protected class. This policy applies to all programs, activities, services, employment, and advancement including admissions to, access to, treatment in, or compensation in employment as required by state and federal law. In addition, no person, on the basis of any protected classification shall be discriminated against in educational programs, activities, or admissions. Arrangements can be made to ensure that the lack of English-language skills is not a barrier to admission or participation.