



Summer 2026
Swim Instructor
(Grades K-8)
Job Description

Role Purpose

The Swim Instructor ensures every scholar has a safe, consistent, confidence-building swim experience. This role leads daily swim instruction and pool routines that build water safety skills, strengthen swim proficiency, and help scholars feel brave, capable, and supported. Swim Instructors protect the tone and safety of the pool environment so swim time is structured, positive, and well managed every day.

What You Lead

- A safe, well-run pool environment with clear routines and strong supervision
- Daily swim instruction that builds water safety, skill development, and confidence
- Consistent expectations for pool behavior, transitions, and equipment use
- Accurate tracking of scholar participation and swim proficiency

Core Responsibilities

Swim Instruction and Skill Development

- Provide daily swim instruction using developmentally appropriate teaching strategies and clear progressions.
- Differentiate instruction so scholars at varying skill levels can participate successfully and make progress.
- Use positive coaching, clear modeling, and consistent feedback to build confidence and skill mastery.
- Reinforce water safety expectations as part of every lesson.

Pool Safety and Operational Readiness

- Maintain strong pool routines that keep scholars safe during entry, exit, and movement around the pool area.
- Monitor scholar behavior and respond quickly to safety concerns with calm authority and clear follow-through.
- Support pool-area readiness, including organizing equipment, maintaining clear boundaries, and reinforcing expectations.
- Coordinate with the Enrichment and Operations Coordinator on schedules, space needs, and day-of adjustments.

Swim Proficiency Tracking and Documentation

- Record scholar swim participation and proficiency consistently using the program's tracking method.
- Maintain accurate records that support program reporting, scholar growth monitoring, and instructional planning.
- Communicate trends to the Leadership Team when scholars need additional support, a modified approach, or make-up opportunities.

Scholar Engagement And Culture

- Create a supportive environment where scholars feel safe taking healthy risks and practicing new skills.
- Use proactive supports and quick resets to keep swim blocks calm, structured, and positive.

- Reinforce inclusive participation, respectful peer behavior, and strong effort as part of the swim culture.

Supervision And Whole-Day Responsibilities

- Support safe transitions to and from the pool, including line routines and supervision expectations.
- Participate in field trips and special events as assigned and reinforce program routines across settings.
- Support end-of-day pool area reset routines for equipment and materials as needed.

What Success Looks Like

- Swim blocks run safely, start on time, and remain calm and structured.
- Scholars demonstrate increased confidence, water safety awareness, and measurable skill growth.
- Pool routines and expectations are consistent and reduce repeated disruptions.
- Swim proficiency is tracked accurately and shared as needed to support program requirements.
- Scholars experience swim as a supportive, motivating part of their Horizons day.

Qualifications And Mindset

- Strong swimming ability and comfort being in the pool daily while supervising scholars.
- Experience teaching, coaching, lifeguarding, or leading youth activities in aquatic settings is preferred.
- Strong group management and ability to maintain structure while keeping instruction positive and encouraging.
- Reliable follow-through, clear communication, and commitment to scholar safety and confidence-building.

Time: The 2026 program will run from Thursday, June 4th through Thursday, July 2nd with mandatory post planning on Wednesday, July 6th. Mandatory orientation, planning and classroom set-up is scheduled for Wednesday, June 3rd. Staff may be assigned to the Horizons Scholar Assessment Day on Saturday, May 02nd. The program will be closed on Thursday, June 19th.

Pay: Swim Instructors can earn up to \$4,200 for pre-training, Scholar Assessment Day/Family Orientation, a four-week program, and post planning. Pay is adjusted for time away from the program.

What is Horizons at Georgia Tech? Horizons at Georgia Tech seeks to help children of limited financial means to find success in school and to set high goals for themselves including high school graduation and participation in post-secondary educational experiences. Horizons is committed to the development of the whole child through experiences that enhance confidence, foster awareness of community responsibility, build problem-solving skills, and encourage a life-long interest in learning. All Horizons students learn how to swim, making them safer and building confidence. We encourage children to take charge of their lives and realize their full potential. Come join our amazing program! For more information on Horizons at Georgia Tech please visit www.horizonsnational.org, www.horizonsatlanta.org or <https://expandedlearning.ceismc.gatech.edu/horizons/about>.

**Swim Instructor:
Day-To-Day Jobs, Duties, And Responsibilities**

Daily Non-Negotiables

- Prepare daily swim lesson focus and equipment before scholar groups arrive.
- Set and reinforce entry, exit, and pool-area safety routines.
- Teach daily swim lessons with clear expectations, strong supervision, and high encouragement.
- Differentiate instruction to meet varied skill levels and keep scholars participating safely.
- Track scholar swim proficiency and participation daily using the program's documentation method.
- Communicate quick updates or safety concerns to the Enrichment And Operations Coordinator.
- Reset pool equipment and space at the end of swim blocks and at end of day as needed.

Weekly And Milestone Duties

- Support proficiency checks and any milestone swim skill tracking expectations.
- Coordinate make-ups or alternative supports for missed swim days as applicable.
- Attend required trainings, meetings, and planning sessions.

Rapid-Response Responsibilities (As Needed)

- Adjust swim instruction plans for weather changes, schedule shifts, or group needs.
- Respond immediately to safety concerns and communicate incidents through proper channels.
- Support coverage needs for pool transitions when staffing or schedules shift.