



## Human Resources Office

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[www.hcps.org](http://www.hcps.org)

July 7, 2021

AN EQUAL OPPORTUNITY

### VACANCY ANNOUNCEMENT

HCPS is committed to recruiting and retaining effective and diverse educators and staff to build a climate of student success and improve learning experiences for every child in every classroom.

### SWIM TECHNICIAN North Harford Middle School August Vacancy

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

*These items are intended only as examples of the various types of job duties to be performed. The omission of specific duties does not exclude them from the position if the work is a similar, related, or logical assignment to the position.*

- 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 Technicians (\$25,012)  
May increase with additional education and experience.

#### 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 Employment Opportunities section of the HCPS website at [www.hcps.org](http://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.

## DEADLINE

Online employment applications will be accepted **until filled**.

The Board of Education of Harford County does not discriminate on the basis of age, ancestry/national origin, color, disability, pregnancy, gender identity/expression, marital status, race, religion, sex, or sexual orientation in matters affecting employment or in providing access to programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

In accordance with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681, et seq.), Harford County Public Schools does not discriminate on the basis of sex in any of its programs or activities or with regard to employment. Inquiries about the application of Title IX, and its implementing regulations to Harford County Public Schools may be referred to Dr. Paula Stanton, Harford County Public Schools Title IX Coordinator, by mail to 102 S. Hickory Avenue, Bel Air, Maryland 21014, or by telephone to 410-809-6064 or by email to [Paula.Stanton@hcps.org](mailto:Paula.Stanton@hcps.org), or the Assistant Secretary for the Office of Civil Rights in the United States Department of Education by mail to 400 Maryland Avenue, SW, Washington, DC 20202 or by telephone 1-800-421-3481, or both.

### ***AFFIRMING EQUAL EMPLOYMENT IN PRINCIPLE AND PRACTICE***