

John U. Lloyd State Park

JOB DESCRIPTION FOR CERTIFICED SCUBA INSTRUCTOR

DEPARTMENT: Scuba Rental

REPORTS TO: General Manager

GENERAL DESCRIPTION: Teaching guest who are interested in learning how to dive for recreation. Dive instructors are primarily responsible for the safety of all diving guests. Instructors are also in charge of the maintenance of diving equipment and when the need arises, they can also maneuver a boat and be its instant captain.

DUTIES:

- Must be certified PADI Instructor
- Required to have current certifications in rescue techniques
- Must act quickly in the event of an emergency or medical situation
- Remain up to date on industry standards, new equipment and techniques
- Supervise training related activities by assisting student divers in the planning, organizing and direction of dives
- CPR and first aid training and certification
- Execute all duties as crew for snorkel, scuba, and special dive trips including, but not limited to, equipment set up and breakdown, briefings, interpretive tours, guiding and site setting
- Assist with all check-in of guest
- Distribute and maintain rental equipment, blend nitrox and fill air cylinders as needed
- Book all dive trips and taking fees
- Ordering all supplies as needed
- To establish open channels of communication with DEP to achieve our mission of Environmental Culture.

REQUIREMENTS:

- Follow personal and professional safe diving practices
- Strong people skills, work ethic and a commitment to excellence
- Must be able to lift at least 50 lbs

The above statements describe the general nature of work being performed by people assigned to this classification; it is not an exact list of all responsibilities, duties, and skills required of personnel. All personnel may be required to perform duties outside of their normal responsibilities from time to time as needed.

I have read, understand and affirm that I am capable of performing the essential duties of the job described herein

Employee Name

Date