Becoming an American Red Cross Instructor Trainer

Program Specific Application Requirements: Water Safety Instructor Trainer

For your application to be considered for acceptance as a candidate to attend a training academy for American Red Cross Instructor Trainer in Water Safety, applicants must meet all of the standard qualification requirements or all of the alternate qualification requirements. All applicants must be a minimum of 18 years of age to apply.

Standard Qualification Requirements
To meet the Standard Qualification Requirements, applicants must:

- Be a currently certified, active American Red Cross Water Safety Instructor in good standing.
- Hold current certification in Adult & Pediatric First Aid/CPR/AED.
- Be affiliated with a current American Red Cross Authorized Provider or Licensed Training Provider or be employed as a paid or volunteer instructor of the American Red Cross.
- Have strong familiarity with Red Cross systems, resources and procedures related to setting up, administering, teaching and reporting courses including the Red Cross Learning Management System (SABA), Instructor’s Corner, Red Cross website, Training Support Center and iConnection.
- Have current or prior work experience as a swim instructor.
- Have verifiable teaching history. Teaching history must include one (1) of the following:
  - Three (3) years teaching experience with at least one (1) American Red Cross courses per year and a minimum of eighteen (18) American Red Cross courses over the last three (3) years, having taught within the last (12) months. American Red Cross teaching history must also include teaching larger and smaller classes (3 – 12 students) and having teaching experience with all age groups—preschool, youth, teens, and adults and experience teaching a variety of the following Red Cross courses – child and parent, preschool, learn-to-swim levels for youth, and adult learn-to-swim courses. Experience must also include water safety education to groups. Adult education can substitute for water safety education. OR
  - Two (2) years teaching experience with at least one (1) American Red Cross classes per year and a minimum of thirty (30) American Red Cross courses over the last two (2) years, having taught within the last (12) months. American Red Cross teaching history must also include teaching larger and smaller classes (3 – 12 students) and having teaching experience with all age groups—preschool, youth, teens, and adults and experience teaching a variety of the following Red Cross courses – child and parent, preschool, learn-to-swim levels for youth, and adult learn-to-swim courses. Experience must also include water safety education to groups. Adult education can substitute for water safety education.
- Submit a letter outlining the business/organization’s current and future needs for American Red Cross instructor training and recommendation from an employer or sponsor (use the template letter provided on Instructor’s Corner) which should address:
  - Current and future needs for American Red Cross instructor training
  - Why the applicant is suitable to become an instructor trainer
  - Training schedule and frequency for future instructor courses
  - Target audience for instructor courses
  - Agreeable to have quality assurance visits to instructor classes offered by the organization

Note: American Red Cross certification and teaching history must be verifiable in the American Red Cross Learning Management System.
Alternate Qualification Requirements for Aquatic Professionals

Instructor Trainer applicants that do not meet the standard qualification requirements will be considered for acceptance as an instructor trainer candidate by meeting all of the alternate qualifications below.

To meet the Alternate Qualification Requirements, applicants must:

- Be a currently certified, active American Red Cross Water Safety Instructor in good standing.
- Hold current certification in Adult & Pediatric First Aid/CPR/AED.
- Be affiliated with a current American Red Cross Authorized Provider or Licensed Training Provider or be employed as a paid or volunteer instructor of the American Red Cross.
- Have strong familiarity with Red Cross systems, resources and procedures related to setting up, administering, teaching and reporting courses including the Red Cross Learning Management System (SABA), Instructor's Corner, Red Cross website, Training Support Center and iConnection.
- Have current or prior work experience as a swim instructor.
- Have strong knowledge of the current American Red Cross Swimming and Water Safety program.
- Have verifiable evidence of current professional work experience equal to six (6) months or one (1) season of continuous work experience in aquatics to include direct coordination and supervision of an organized American Red Cross Learn-To-Swim program for a variety of age groups and abilities.
  - Current job duties that must include:
    - Responsibility for the planning of the American Red Cross swim lesson program at a facility/organization with a current Red Cross Learn-to-Swim agreement.
    - On-site coordination of swim lesson participants and American Red Cross certified Water Safety Instructors during lessons.
    - On-site supervision of the swimming lesson program.
    - Evaluation of Red Cross Water Safety Instructor certified swim instructional staff.
- Have verifiable certification history of one of the following:
  - American Red Cross Lifeguarding Instructor Trainer with a minimum of one (1) year experience having taught at least one (1) instructor course OR
  - Evidence of certification as an American Red Cross Water Safety Instructor, or equivalent, for a minimum of six (6) months. Equivalent certification programs include:
    - Canadian Red Cross
    - Ellis and Associates
    - StarFish Aquatics Institute
    - Swim America
    - YMCA of the USA
- Submit an employment verification letter on company letterhead (use the template letter provided on Instructor’s Corner) from the direct supervisor or higher or Human Resources department. The verification letter must include current employment, job title, job duties, supervisor contact information and length of employment in this position.
- Submit a letter outlining the business/organization’s current and future needs for American Red Cross instructor training and recommendation from an employer or sponsor (use the template letter provided on Instructor’s Corner)) which MUST address the following or the application will be rejected:
  - Current and future needs for American Red Cross instructor training
  - Why the applicant is suitable to become and instructor trainer
  - Training schedule and frequency for future instructor courses
  - Target audience for instructor courses
  - Agreeable to have quality assurance visits to instructor classes offered by the organization