

MEMORANDUM

REVISION 11 SERIES D

TO: Holders of Career Service Rule Books

FROM: Career Service Board

DATE: February 20, 2015

SUBJECT: Revision of the Career Service Rule 9-57 Swim Instruction Differential

The Career Service Board has approved the revision of Career Service Rule 9-57 Swim Instruction Differential. Under these revisions to this rule, swim lesson differentials have been increased from:

- 15% to 50% of an employee's hourly rate of pay for group swim lessons taught; and
- 50% to 75% of an employee's hourly rate of pay for private swim lessons taught.

	<u>Page Number</u>	<u>Issuance Dates</u>
Remove:	9-11.1	February 22, 2013
Replace:	9-11.1	February 20, 2015

PLEASE INSERT IN YOUR RULE BOOK AS SOON AS POSSIBLE. THANK YOU.

9-57 Swim Instruction Differential

(Effective February 22, 2013; Rule Revision Memo 3D)

- A. The Manager of Parks and Recreation will allow eligible employees to receive a Swim Instruction Differential for group or private swim lessons conducted at City-owned recreation facilities. The Department of Parks and Recreation retains the right to revoke eligibility for the differential for any business-related reason, at any time.

- B. In order to be eligible to receive the Swim Instruction Differential, an employee must:
 - 1. Be classified as a Lifeguard;
 - 2. Have current certifications for Water Safety Instructor (WSI), First Aid (adult/infant/child) and Cardiopulmonary Resuscitation for the Professional Rescuer (CPR/PR); and
 - 3. Be assigned to conduct the swim lesson(s) by management.

- C. Amount of Differential:
 - 1. Employees will receive their current hourly rate of pay for time spent conducting swim lessons.
 - 2. In addition, employees will receive the following swim lesson differential;
 - a. Fifty percent (50%) of the employee's current hourly rate of pay for time spent teaching a group swim lesson.
 - b. Seventy-five percent (75%) of the employee's current hourly rate of pay for time spent teaching a private swim lesson.

(Revised February 20, 2015; Rule Revision Memo 11D)