GENERAL POSITION DESCRIPTION
Under general supervision, the CPR/First Aid Instructor will provide American Heart Association Basic Life Support training to the general public and special interest groups as needed.

PRINCIPLE DUTIES AND RESPONSIBILITIES

- Maintain Basic Life Support Instructor status in good standing with American Heart Association and Apple Valley Fire District Training Center (training to be provided by the District if necessary).

- Availability to teach a minimum of six (6) classes per calendar year.

- Availability to teach on weekdays, evenings and/or weekends, as necessary.

- Prepare the classroom for instruction including set-up of tables/chairs, supplies and equipment.

- Operate multi-media equipment for use during instruction; including appropriate computer, projector and sound equipment.

- Clean manikins and re-usable equipment according to the policies of the Training Center; and re-arrange the classroom back to its original condition.

- Accurately complete forms/records for each student/class using the proper Training Center process.

- Attend a minimum of two (2) Instructor Meetings annually.

- Maintain current contact information for ease of assignment.

- Support for various CPR/First Aid projects as needed.
• Application of problem-solving skills, as well as superior presentation and verbal communication skills.

• Ability to work without direct supervision.

**Minimum Qualifications**
As established in District Personnel Policy P-5.

**Description of Duties, Abilities and Work Environment**
Reference: Description of Duties, Abilities and Work Environment for Non-Safety Personnel Category I.