



American Red Cross

Augusta Chapter

Health and Safety Department

Director: Lynn Reese

Assistant: Cynthia Shamley

The Health and Safety Department provides education, training, and certification in a multitude of classes, such as First Aid, CPR, Babysitting Training, Life Guarding, and Pet First Aid. Classes are taught to the community and at the workplace. The Department handles scheduling classes, registering the students, and sending the certificates. The Department also is responsible for providing instructors with class material, whether the class will be taught at the branch office or at a community venue. The class schedule is maintained on the website.

Current Opportunities:

- Youth Health and Safety Instructor Aid
- Health and Safety Instructor – First Aid/CPR/AED
- Health and Safety Instructor – Babysitting Training
- Health and Safety Instructor – Life Guard
- Marketing Assistant

Youth Health and Safety Instructor Aid

Department: Health and Safety

Reports to: Health and Safety Director

Time Commitment: Days, evenings, and weekends as necessary

Job Description:

Assist Health and Safety Instructors with preparing and teaching classes

Key Responsibilities:

- Willingness to support the Red Cross Mission
- Organize class materials including video prior to the start of class
- Assist with registration and record keeping
- Assist with handing out supplies
- Assist with equipment such as manikins
- Assist participants with practice or small group activities

Qualifications:

Belief in the Red Cross Mission and fundamental principles

- Ability to work well with people in groups and one-on-one
- Excellent verbal and written communication skills
- Organizational skills
- Working knowledge of the services and policies/procedures regulating activities
- Ability to function in a variety of capacities, e.g. consulting, collaborating
- Must provide own transportation to various community and corporate sites

Health and Safety Instructor-First Aid/CPR/AED

Department: Health and Safety

Reports to: Health and Safety Director

Time Commitment: 20-30 hours per year, depending on certification

Job Description:

Instruct First Aid/CPR/AED to community groups at the Red Cross Building and community or corporate sites

Key Responsibilities:

- Willingness to support the Red Cross Mission
- Organize class materials including video prior to class
- Supervise participants to ensure classroom safety
- Submit course records and evaluations according to American Red Cross standards
- Promote and represent Red Cross services and opportunities

Qualifications:

- Belief in the Red Cross Mission and fundamental principles
- Certified in Instructor for First Aid/CPR/AED
- Reliable and on time
- Ability to teach day, evenings, and weekend classes
- Ability to work with diverse audiences
- Ability to work well with people in groups, one-on-one, and in problem-solving situations
- Excellent verbal and written communication skills
- Past leadership experience or desire to develop leadership abilities
- Ability to lift and transport equipment
- Must provide own transportation to various community and corporate sites

Health and Safety Instructor-Babysitting Training

Department: Health and Safety

Reports to: Health and Safety Director

Time Commitment: 15-20 hours per year

Job Description:

Instruct Babysitting Training courses to community groups at the Red Cross building, community or corporate sites

Key Responsibilities:

- Willingness to support the Red Cross Mission
- Organize class materials including video prior to class
- Supervise participants to ensure classroom safety
- Submit course records and evaluations according to American Red Cross standards
- Promote and represent Red Cross services and opportunities

Qualifications:

- Belief in the Red Cross Mission and fundamental principles
- Certified in Instructor for Babysitting Training
- Instruct day, evenings, and/or weekend classes
- Knowledge in Infant and Child CPR preferred
- Reliable and on-time
- Ability to work with diverse audiences
- Ability to work well with people in groups, one-on-one, and in problem-solving situations
- Excellent verbal and written communication skills
- Past leadership experience or desire to develop leadership abilities
- Ability to lift and transport equipment
- Must provide own transportation to various community and corporate sites

Health and Safety Instructor-Life Guard

Department: Health and Safety

Reports to: Health and Safety Director

Time Commitment: 30-60 hours per year, depending on certification

Job Description:

Instruct life guarding courses to community groups at the Red Cross building, community or corporate sites

Key Responsibilities:

- Willingness to support the Red Cross Mission
- Organize class materials including video prior to class
- Supervise participants to ensure classroom safety
- Submit course records and evaluations according to American Red Cross standards
- Promote and represent Red Cross services and opportunities
- Teach at least 1 class per year

Qualifications:

- Belief in the Red Cross Mission and fundamental principles
- Ability to work with diverse audiences
- Ability to work well with people in groups, one-on-one, and in problem-solving situations
- Excellent verbal and written communication skills
- Past leadership experience or desire to develop leadership abilities
- Ability to lift and transport equipment
- Must provide own transportation to various community and corporate sites
- Training as a Lifeguard Instructor

Marketing Assistant

Department: Health and Safety

Reports to: Health and Safety Director

Time Commitment: 4-6 hours per week

Job Description:

Assist Marketing Coordinator with promotion and sales

Key Responsibilities:

- Willingness to support the Red Cross Mission
- Generate leads for new workplace training sites
- Contact businesses for workplace training
- Generate leads for new Authorized Providers
- Contact businesses for Authorized Provider training
- Develop new ideas for promoting Health and Safety community classes
- Develop other miscellaneous marketing ideas

Qualifications:

- Belief in the Red Cross Mission and fundamental principles
- Desire to interact with people
- Ability to take direction
- Excellent organizational skills
- Writing and communications skills
- Marketing and/or sales experience