



JOB DESCRIPTION

JOB INFORMATION	
Position:	Casual Lifeguard / Instructor
Reports To:	Head Lifeguard
Position Type:	<input type="checkbox"/> Full Time Permanent (35 hours) <input type="checkbox"/> Full Time Permanent (40 hours) <input checked="" type="checkbox"/> Part Time Casual <input type="checkbox"/> Part Time Permanent <input type="checkbox"/> Full Time Limited Term (including FT Summer Students) <input type="checkbox"/> Part Time Limited Term (including PT Summer Students)
JOB SUMMARY	
<p>Reporting to the Head Lifeguard, the Casual Lifeguard / Instructor assists with educating the public about water safety, and minimizes hazards by effectively enforcing facility rules. It is the responsibility of the Lifeguard /Instructor to work as part of a team to ensure the safety of the public while adhering to all relevant legislation, policies, and procedures.</p> <p>The role of the Instructor is to prepare lesson plans, deliver instruction based on program standards, and complete report cards. This position is also responsible for completing cleaning tasks within the aquatic facility.</p>	
Description of the Function	
<p><u>Lifeguarding</u></p> <ul style="list-style-type: none"> • Provide supervision and education to patrons regarding water safety and rules of the facility • Keep all credentials up to date and commit to teaching programs on a regular basis, or as assigned • Set up and take down of equipment required during shift • Study and keep up to date in the field of aquatics 	
<p><u>Instruction</u></p> <ul style="list-style-type: none"> • Create lesson plans and instruct Lifesaving Society Programs, and other programs as required • Display positive body language, show enthusiasm, and create a fun teaching environment • Attendance at instructor meeting prior to each new lesson set • Complete and submit swimming lesson instructor worksheets • Complete and submit report cards 	
<p><u>Facility Maintenance</u></p> <ul style="list-style-type: none"> • Complete daily, weekly, and monthly cleaning tasks within the aquatic facility 	
<p><u>Customer Service</u></p> <ul style="list-style-type: none"> • Communicate positively and professionally with team members, leaders, patrons, vendors, and the public • Perform Customer Service Representative duties, when required • Address public relations inquiries that may arise during shift 	
<p><u>Safety</u></p> <ul style="list-style-type: none"> • Ensure the overall safety of the public • Respond to emergency situations such as injuries, pool rescues, power failures etc., by coordinating evacuation of facility, following emergency procedures, and implementing lifesaving and first aid procedures • Prepare and review written incident reports 	

COMPETENCIES AND BEHAVIOURS

- Practice and encourage safe and professional work behaviours
- Ability to communicate positively, effectively, and professionally with the public, team members, and leaders
- Ability to understand oral and written instructions
- Able to use discretion regarding confidential matters
- Ability to be punctual and timely in meeting all requirements of performance including, but not limited to, attendance standards and work deadlines
- Self-motivated, with the ability to work well within a team
- Ability to prevent dangerous situations, recognizing the signs of emergencies and taking appropriate action

WORKING CONDITIONS

- This position will require standing, kneeling, and lifting up to 50 lbs.
- Variety of shifts, including early mornings, evenings, and weekends
- Regular exposure to humidity, heat, water, and typical pool chemicals
- This is a Safety Sensitive position
- Required to wear a uniform

REQUIREMENTS, EDUCATION, AND EXPERIENCE

- Minimum 15 years of age
- Current Lifesaving Society National Lifeguard Certificate – Pool
- Current Standard First Aid Certificate (within three years)
- Current CPR C / AED Certificate (within one year)
- Lifesaving - Swim Instructor (within 2 years)
- Consent to disclosure of a Criminal Record Check