



JOB DESCRIPTION

AQUATICS LIFEGUARD/INSTRUCTOR I

Department	Community Services	Reports To	Aquatics Manager
Directly Supervises	N/A		
Indirectly Supervises	N/A		
Union	CUPE 2403		
Approval/Review Date	TBA	Job Grade	TBA

POSITION SUMMARY:

Under the general supervision of the Aquatics Manager, or designate, a lifeguard/instructor I performs lifeguarding functions and provides instruction in some aquatic programs and skills at the Kenn Borek Aquatic Centre as well as minor maintenance. The lifeguard/instructor I must have a minimum of one year experience in an aquatic environment.

KEY DUTIES PERFORMED:

1. Provides lifeguarding duties at aquatic functions.
2. Provides instruction, supervision and ensures safety for swimming and other aquatic programs.
3. Ensures that all necessary equipment is in good working order and ready for immediate or emergency use.
4. In advance, prepares lesson plans and evaluations.
5. Monitors and records pool conditions when necessary.
6. Maintains good housekeeping in all areas of the pool.
7. Prepares reports and makes logbook entries as required.
8. Performs weekly and special maintenance duties as posted.
9. Must have a good working knowledge of all aquatic programs.
10. Performs other related duties as required.

HEALTH AND SAFETY RESPONSIBILITIES:

All employees are responsible for helping to maintain a safe and healthy workplace. In this role, you are expected to:

- Take reasonable care to protect your own health and safety and the health and safety of others.
- Follow all Occupational Health & Safety (OHS) policies, procedures, regulations, and instructions.
- Perform your work according to established safe work practices.
- Use and wear required personal protective equipment (PPE) and safety devices.
- Avoid unsafe behaviour that could put yourself or others at risk and ensure you are fit for work and not impaired.
- Report to your supervisor any unsafe conditions, hazards, damaged or missing safety equipment, or violations of safety rules.
- Cooperate with workplace safety committees, safety representatives, and WorkSafeBC Officers as required.

REQUIRED KNOWLEDGE, ABILITIES & SKILLS:

1. Current National Lifeguard Award (Pool Option).
2. Current Standard First Aid with a CPR C.
3. Yearly recertification of CPR Level "C."
4. Lifesaving Swim Instructor certification.
5. A minimum of 528 hours lifeguarding and/or swim instruction experience.
6. Physical agility and ability to complete duties requiring physical effort.
7. Demonstrable teaching and leadership skills.
8. Demonstrated competency
9. Ability to maintain harmonious relationships with all members of the public and other staff members.
10. Compliance with and approval of a Criminal Record Search (Vulnerable Sector).
11. The ability to perform all the duties outlined in a safe manner following established Facility Procedures, Occupational, Health & Safety Rules, and Violence in the Workplace policies and WCB Regulations (i.e. WHMIS).

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS:

1. Pool Operator 1 certification.
2. Willingness to participate in all future training opportunities.

NOTE: The duties listed are not set forth for the purpose of limiting the assignment of work and are not to be construed as a complete list of the duties normally to be performed under a job title or those duties temporarily performed outside the normal line of work.