



## **JOB DESCRIPTION**

**POSITION: Junior Lifeguard Instructor**

**DEPARTMENT: Rossland Pool**

**CLOSING DATE: Wednesday March 13, 2019 at 4 pm**

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### **SUMMARY:**

The Junior Lifeguard Instructor position performs lifeguarding, instructional and janitorial tasks related to the operations of the facility.

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### **DUTIES AND RESPONSIBILITIES:**

1. Provides quality customer service and maintains positive relationships with the public and fellow staff members.
  2. Monitors activities of patrons and ensures safety and behavioral standards are maintained.
  3. Performs lifeguarding duties to the Lifesaving Society of BC & Yukon standards and patrols assigned area of responsibility. Completes related reports, as required.
  4. Instructs a variety of swimming and water safety lessons and maintains related participant records, including class preparations and student evaluations.
  5. Performs assigned maintenance/janitorial duties.
  6. Leads games and activities during public sessions and special events.
  7. Completes manual water tests and adds chemicals, as directed.
  8. Reports problems and concerns to the Pool Manager.
  9. Ability to perform other related duties as required.
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### **SUPERVISION RECEIVED AND EXERCISED:**

**Immediate Supervisor:** Pool Manager

**Positions directly supervised by this position:** Volunteers

**Manager Responsible:** Deputy CAO/CO

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### **EDUCATION, KNOWLEDGE AND SKILLS:**

#### **ESSENTIAL:**

**Education:** Grade 10 (minimum 16 years)

**Experience:** Preferred 1 year experience as a Lifeguard or Instructor.  
Volunteer experience at a Pool.

- Licences/Certificates:**
1. National Lifeguard Service
  2. CPR-Level C
  3. Standard First Aid
  4. Red Cross Water Safety Instructor

- Specific Skills:**
1. Ability to deal effectively and courteously with the public and fellow staff members.
  2. Effective oral and written communication skills
  3. Skilled in lifeguarding, first aid and resuscitation
  4. Skilled in swim instruction methods
  5. Ability to create an exciting atmosphere through enthusiastic leadership of activities
  6. Ability to identify unsafe conditions and to respond accordingly

**DESIRABLE:**

- Experience:** 1. Previous Municipal Pool experience  
**Licences/Certificates:**

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**JOB DESCRIPTION APPROVAL AND DESIGNATION**

- Full-Time:**   
**Part-Time:**   
**Permanent:**   
**Temporary:**   
**Casual:**

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Signature  
Department Head:

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Signature  
Chief Administrative Officer:

**Pay Grade:** \$17.86      **Effective Date:** \_\_\_\_\_