

POSITION VACANCY – PARKS, RECREATION AND CULTURE

(Internal/External Competition)

#2021-40

AQUATIC INSTRUCTOR

Job Title:	AQUATIC INSTRUCTOR
Classification:	Casual
Department:	Parks, Recreation and Culture - Aquatics
Duties:	See attached Job Description
Required Qualifications:	See attached Job Description
Rate of Pay:	Band 1 - \$26.80 per hour (Subject to JE)
Hours of Work:	No guarantee of hours Parks, Recreation and Culture is a seven-day per week operation and require employees to be available for work weekdays, evenings and weekends.
Conditions of Employment:	Automatic wage deposit
Union:	Canadian Union of Public Employees (C.U.P.E.) Local 401
Benefits:	As per the Collective Agreement
Reporting To:	Programmer – Aquatics

Per CUPE Agreement Article 15.02: "APPLICANTS FOR THIS POSITION SHALL AGREE THAT IN THE EVENT OF A GRIEVANCE REGARDING FILLING OF THIS POSTING, INTERVIEW AND SELECTION DOCUMENTATION SHALL BE RELEASED TO THE UNION".

This job posting will remain open until filled. For further information, please contact Tami-Lyn Stephen – Programmer – Aquatics - 250.245.6414 ext. 6232; tstephen@ladysmith.ca.

Submit resume and cover letter to:

Ian Paydli, Manager of Human Resources
City Hall
410 Esplanade, PO Box 220
Ladysmith, BC V9G 1A2
Email: hr@ladysmith.ca
Ph: 250.245.6412
Fax: 250.245.6411

DISTRIBUTION:
A. McCarrick, CAO
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L. Amy
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Post: FJCC, City Hall, Public Works, Development Services



TITLE:	AQUATIC INSTRUCTOR
DEPARTMENT:	AQUATICS
DIVISION:	PARKS, RECREATION & CULTURE
CATEGORY:	UNION CUPE LOCAL 401
BAND:	1 (Subject to Job Evaluation)

GENERAL ACCOUNTABILITY

Under the direction of the Aquatic Programmer, this position is responsible for ensuring the safety of patrons in and around the pool area, maintaining the pool area in a safe and clean condition, exhibiting leadership qualities while instructing within the aquatic programs offered and providing general supervision of aquatic program patron's activities.

PRIMARY DUTIES AND ACCOUNTABILITIES

- Instructs assigned programs.
- Promotes an atmosphere of good relations with the public and staff.
- Ensures that aquatic activities are carried out in a safe manner and in accordance with established rules and regulations.
- Attends professional development training as directed.
- Other related duties as required.

REQUIRED QUALIFICATIONS, KNOWLEDGE, SKILLS AND ABILITY

1. Minimum grade 10 education.
2. Red Cross Water Safety Instructor Certification.
3. Bronze Cross Certification.
4. Airway Management & Oxygen Administration Certification or equivalent.
5. Valid Standard 1st Aid certification.
6. Valid CPR, level C certification.
7. Satisfactory criminal record check / personal information check.
8. Demonstrated knowledge of safe work procedures, practices and obligations.
9. Demonstrated initiative with specific direction; completing tasks by removing barriers and locating necessary resources.
10. Demonstrated ability to communicate effectively in a wide variety of situations applying diplomacy and interpersonal skill to establish and maintain productive relationships.
11. Demonstrated high level of focus on internal and external client service continuously seeking ways to meet and exceed expectations.
12. Demonstrated ability to work cooperatively within a team and with Town employees, stakeholders and partners to achieve optimal results.
13. Demonstrated ability to react to any emergency situation in a competent manner with excellent decision making abilities.
14. Demonstrates valuing diversity.