

JOB POSTING
Competition #18-2025

POSITION: **LIFEGUARD/INSTRUCTOR II**

HOURS OF WORK: **Part-Time** (32 hours per week – 0.8 FTE)

HOURLY RATE: **\$32.65 as per Collective Agreement**

START DATE: **As soon as possible.**

DUTIES:

Under the direction of and reporting to the Aquatic Coordinator or their designate, the Lifeguard Instructor II ensures patron safety, supervision of swimming, change rooms and other related recreational areas. In addition, assists with the operation and delivery of aquatic programs, recreation programs, and special events. The incumbent is positive and responsive when dealing with the public and performs as a dedicated team player. Performs a variety of custodial duties and possesses a basic knowledge of pool chemistry and operating procedures. Flexible work hours will be required of this position. This position requires some independent judgement, decision-making, and action. Duties include but are not limited to:

1. Perform lifeguarding and related duties.
2. Instruct all levels of aquatic programs as necessary.
3. Ensure that facility patrons act in compliance with all rules and regulations governing the operations of the Aquatic Centre.
4. Follow emergency procedures as required and render first aid, perform lifesaving measures as needed.
5. Perform some custodial tasks.
6. Have the knowledge to perform and understand water tests.
7. Perform administrative duties as assigned (including but not limited to taking cash or registrations, facility operations, water chemistry, accidents, safety).
8. Cover front desk breaks when necessary.
9. Be familiar with and use staff call-in procedures.
10. Understand all forms and help others as needed.
11. Enforce rules and handle requests and complaints in a positive and polite manner.
12. Assist with special event functions.
13. Assist with in-service training, staff development and staff mentorship.
14. Report all safety hazards and mechanical problems immediately.
15. Attend all scheduled in-service training sessions.
16. Be physically capable of performing, and fully versed in, Aquatic Centre emergency procedures and assist in an emergency situation.
17. Accept, handle and assist the public with any enquiries and/or complaints in a diplomatic, courteous and tactful manner, forwarding issues that cannot be resolved to the department manager.
18. Maintain a level of physical fitness required to perform all Lifeguard II duties.
19. Perform other duties as assigned.

REQUIRED QUALIFICATIONS:

EDUCATION: Minimum 16 years of age

LICENSES/CERTIFICATES: National Lifeguard Service Award – Pool Option
Standard First Aid (including CPR-C and AED) or Intermediate First Aid
Lifesaving Instructor (LSI), Swim Instructor, Aquafit

EXPERIENCE: Sufficient work-related experience or training is an asset.

SPECIFIC SKILLS:

- Able to think clearly while handling multiple priorities in emergency situations
- Excellent communication skills, verbal and written
- Excellent customer relations skills

Any additional qualifications such as a recognized coaching certification, Pool Operator Level 1 and 2, or any other related Instructor or Instructor Trainer status would be considered an asset.

The position requires working shift work and flexible work hours to effectively perform the duties of the position which includes weekdays, evenings, weekends and holidays as required.

Qualifications must be outlined with verifications of education/certification attached.

Interested applicants are requested to submit a City of Kimberley application form, a covering letter and resume. Please quote the Competition number. Applications will be received until the position is filled and must be addressed in confidence to:

#18-2025 Lifeguard II

Manager of Human Resources

City of Kimberley

340 Spokane Street, Kimberley BC V1A 2E8

E-mail: hr@kimberley.ca (Submissions in Word or .pdf formats only)

All applications and enquiries will be treated in strict confidence.

We thank all applicants for their interest, however, only candidates selected for an interview will be contacted. The personal information gathered will be used solely for application selection in accordance with the British Columbia Freedom of Information and Protection of Privacy Act.