

AQUATIC SUPERVISOR, REGULAR PART-TIME COMPETITION NO. 26-34 CLOSING DATE EXTENDED

Internal/External Opportunity

This is a Union position

Anticipated start date: August 16, 2026

About our Community:

Located on the traditional territory of the ləkʷəŋən Peoples, the Township of Esquimalt acknowledges its neighbouring First Nations and is committed to building strong and enduring relationships with the Kosapsum and Songhees First Nations.

The Township of Esquimalt, with a population of over 17,000 is recognized as a vibrant, distinct, resilient, and diverse community for people to discover, feel welcome and belong. The Township is home to Canada's Pacific Navy and boasts extensive amenities including beautiful parks and beaches, scenic waterfront walkways as well as modern recreational facilities.

About our Organization:

The Esquimalt Recreation Centre is a multi-purpose wellness and community recreation facility. Features of the Recreation Centre include: 4500 + square foot Wellness Centre, featuring state-of-the-art cardio and strength training equipment, gymnasium, aquatic centre with six-lane 25 metre lap pool, warm "lifestyle pool" and tot pool with spray features, wheelchair accessible hot-tub, steam room, and sauna. In addition, to recreation activities and programs, there are hundreds of year-round community programs to choose from.

The Township of Esquimalt is committed to integrating equity, diversity, inclusion, and accessibility into our programs, policies, spaces, and services. Our goal is to cultivate a diverse and inclusive workforce that reflects the community we serve and aim to become.

About the Opportunity:

The Recreation Department is seeking a motivated individual to fill a regular, part-time Aquatic Supervisor position. Reporting to the Aquatic Programmer, this Aquatic Supervisor will:

- Assist the Aquatic Programmer in hiring, training, and scheduling aquatic staff at the Esquimalt Recreation Centre
- Supervise and coach aquatic staff
- Assist the Aquatic Programmer in the development of aquatic programs and special events, including assessing and evaluating program needs, and liaising with other Parks and Recreation staff, customers and user groups
- Assist in the preparation of program schedules for the swimming pool
- Oversee the daily operation of aquatic program space to ensure all safety, risk

management, emergency response/first aid, and facility standards are maintained.

Our Preferred Candidate:

The ideal candidate will have:

- Diploma in Recreation or other related field
- National Lifeguard Certification
- Swim Instructor Certification
- Standard First Aid Certification
- Waterfit Instructor Certification (desired)
- LSI, LSIT, FAI, Swim Instructor Trainer, and/or NL Instructor (desired)
- Two years of related experience or an equivalent combination of education and experience.

Salary: \$37.76 – \$40.73 hourly including benefits

Hours per week: Sun 11:30–7:30pm; Mon–Wed 12:30–7:30pm

Admin Hours: Sun: 12:30–3:00pm; Mon/Wed 12:30–7:30pm; Tue 12:30–3:30pm

Deck Hours at Lifeguard wage \$23.75 hourly: Sun 3:00–7:30pm; Tue 3:30–7:30pm

As needed: Teach Advanced Aquatic Courses at \$38.35 hourly

Schedules may vary due to operational need. Summer schedules will be based on Advanced Aquatic programming.

Prior to applying, please review the attached job description above, which provides a detailed outline of key duties and required qualifications, skills, and abilities. All qualified applicants are encouraged to apply.

Please submit your resume and covering letter quoting competition no. 26-34 by **12:00 p.m.** by **Monday, July 27, 2026** to: kristy.vasseur@esquimalt.ca.

We thank all applicants for their interest, however, only those selected for an interview will be contacted.

Date posted: June 24, 2026

POSITION TITLE:	Aquatic Supervisor	POS. NO:	421
DEPARTMENT & DIVISION:	Parks and Recreation/Recreation	EFFECTIVE DATE:	2002
REVIEWED OR AMENDED DATE:	Amended September 2018	APPROVED BY:	Manager of Recreation Services

POSITION FUNCTION

Provide leadership and support for the Esquimalt Recreation Centre Aquatic Program.

KEY DUTIES

Assist the Aquatic Programmer in the development of aquatic programs and special events. This includes the assessment of program needs, the development and supervision of program details, liaise with Parks and Recreation Department staff, customers and user groups, and the evaluation of programs and events. The Aquatic Supervisor will assist in the preparation of program schedules for the swimming pool.

Oversee the daily operation of the aquatic program to ensure all safety, risk management, emergency response / first aid, program, and facility standards are maintained.

Assist the Aquatic Programmer in the provision of daily leadership and support to aquatic instructors and life guarding staff. The Aquatic Supervisor will assist with program staff recruitment, scheduling, leadership development, training, and evaluation. Work will also include the assignment of work on a daily basis to aquatic program staff.

Perform a number of administrative tasks including maintenance of program supplies, inspection of aquatic equipment and facility areas, preparation of aquatic program reports and correspondence, co-ordination of incident reports, payroll reporting, and general record and file keeping. The Supervisor will assist the Programmer with the purchase of aquatic program supplies and materials.

Perform regular lifeguarding and program instructor duties as required. Program leadership duties will include set up and take down for aquatic events and programs, event leadership, development of marketing materials, implementation of aquatic prevention and education strategies, customer service and required facility and equipment maintenance.

Perform related duties where required.

INDEPENDENCE

Work is assigned by supervisor or performed according to established routine.

Work is reviewed while in progress by supervisor.

Problems such as incidents or accidents, serious complaints from patrons and schedule changes are referred to supervisor.

WORKING CONDITIONS

Physical effort:

Standing and walking on cement deck and lifting patrons in and out of water (occasional).

Mental effort:

Moderate periods of intense concentration while scanning the pool (often)

Visual/auditory effort:

Visual scanning of the pool in large noisy environment (often).

Work environment:

Pool deck - Exposure to humidity, germs, noisy environment; walk on slippery deck (often).

KNOWLEDGE, KEY SKILLS, AND ABILITIES

Model the Township's core values in all program activities:

Accountability – we are transparent and take responsibility for our policies, our decisions and our actions.

Integrity – we practice high standards of ethical behaviour and open communication that inspires trust.

Respect – we value people and treat everyone with dignity and fairness.

Service Excellence – we strive to meet community needs and achieve high-quality results through teamwork, partnerships, innovation and creativity.

Passion – we approach our work with conviction and enthusiasm.

Understand and apply the principles of water rescue and first aid.

Understand the principles of recreation and swim instruction for all ages and abilities.

Operate a variety of pool and safety equipment.

Physical ability to lift and carry people during emergencies.

Ability to perform multiple tasks.

Ability to communicate verbally and in writing in an articulate and respectful manner.

Excellent customer service skills and ability to deal with customers and staff in a courteous and tactful manner.

Ability to organize and support the work of others.

Ability to maintain accurate manual and computer records

Computer Skills –keyboard and data entry skills, working knowledge of word processing and spreadsheet programs.

QUALIFICATIONS

Formal education, training, and occupational/professional certification:

Diploma in Recreation or other related discipline
 Lifesaving Society National Lifeguard Certificate
 Lifesaving Society Swim for Life Instructor Certificate
 Standard First Aid Certification C.P.R. Level C.

Experience:

Minimum two years related experience or an equivalent combination of education and experience.

OTHER

Length of time to become familiar with job duties and responsibilities: varied, depending on qualifications.

May be requested to substitute in a more senior position.