

Municipality of the District of Lunenburg

Position Job Description: Swim Instructors/Lifeguards

Position Overview

The Swim Instructors/Lifeguards are responsible for planning and leading swimming lessons at various waterfronts as organized by the Aquatics Manager. They are responsible for ensuring a safe, inclusive environment for all participants.

Job Responsibilities

- Instruct Red Cross and Lifesaving Society programs
For example:
 - teach swimming lessons as assigned in locations throughout the district
 - inspect swim sites (land and water) and equipment daily to provide a safe environment for participants
 - daily set up onsite staff station ensuring first aid and equipment is easily accessible
 - communicate participants progress to participants and parents daily
 - create an atmosphere of fun and inclusion for all program participants
 - maintain a friendly and welcoming attitude
 - act in a mature and responsible manner
 - cooperate in the implementation and development of a volunteer program
 - involve parents of participants in any on-land safety education when possible
 - follow department policies and procedures
 - work with other instructors to plan a fun closing for each swim session
- Lifeguard special events, canoeing programs and camps, as assigned
- Lesson administration
For example:
 - prepare daily lesson plans (Red Cross website access available)
 - complete progress reports and worksheets daily
 - complete daily checklists and report forms
 - participate in in-service training and staff meetings
- Assist in the transport, installation, set up and removal of buoys and rafts for swim sites as needed
- Assist with other recreation programs as needed

Essential Criteria and Competencies

- Red Cross Water Safety Instructor (WSI)
- Life Saving Society Instructor an asset (LSI)
- National Lifeguard Service (waterfront option preferred) (NLS)

- Waterfront experience preferred
- Experience working with children
- Ability to work with little supervision
- Able to work as part of a team
- Proven ability to work effectively with a variety of people in a variety of situations
- Access to a vehicle for the duration of employment
- WHMIS

Direct Reporting Hierarchy

Reports to: Sports/Camp Manager or designate
Supervising Others: N/A

Compensation

Hourly Wage: \$14-\$16
Mileage Rate: \$0.467/km

Work Conditions

- Summer office at the MARC, mid-late June to late August
- Weekly schedule varies
- Some evening and weekend work required

Personal Attributes

- Friendly, outgoing personality
- Personal interest in recreation
- Flexible and able to adapt to change