



## JOB POSTING

### Lifeguard Casual Part-time Opportunity

**About You:** You are knowledgeable about aquatics, and water safety. You are passionate about providing the public and your co-workers with exceptional customer service experiences and keeping everyone safe at the pool. You enjoy being the face of the Township and exceeding expectations. You value making a difference for the public and aspire to grow as a member of the broader Loyalist Township team and contribute to a great work environment.

**About Us:** This role is an essential part of our Recreation team. We are getting ready to re-open and welcome back our patrons! We are excited to get going. We value respect and working together. We also like to have fun while accomplishing great things for our Residents!

Loyalist Township is committed to reaching our full collective potential as an employer of choice. We offer excellent pay and access to benefits, including a free membership at the Recreation Centre and free counselling services for staff and their families. Service to our community and each other is what we do.

*Loyalist is a growing community of over 17,000 residents situated on the north shore of Lake Ontario between Greater Napanee and the City of Kingston. The Township is a blend of rural and urban areas with several smaller hamlets throughout, including an island community accessible by ferry. It is an outdoor-lovers dream, with a Great Lake on the doorstep and beautiful Canadian shield lakes and provincial parks minutes away to the north. Next door is the historic City of Kingston, which boasts a lively downtown core right on Lake Ontario, full of excellent restaurants and nightlife offerings. We are also connected to large urban centres by the 401, with the GTA two hours to the west and Ottawa two hours to the east.*

Loyalist Township invites applications for the following casual part-time position:

File No: 2021-51 Lifeguard  
Hours: Part-time  
Hourly Rate: \$14.91- \$18.69  
Closing: November 14<sup>th</sup> , 2021 11:59 PM

A detailed job description is below. Please submit your cover letter and resume using the online form by selecting the apply now button:

[APPLY NOW!](#)



## JOB DESCRIPTION

**POSITION TITLE:** LIFEGUARD  
**DEPARTMENT:** COMMUNITY & CUSTOMER SERVICES  
**REPORTS TO:** AQUATIC COORDINATOR  
**CATEGORY:** CASUAL PART-TIME  
**UPDATED:** JULY 2021

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### **POSITION SUMMARY:**

Reporting to the Aquatic Coordinator, the Lifeguard is responsible for providing a safe aquatic environment and delivering quality pool programs, including guarding and carrying out other operational duties as determined by the Aquatic Coordinator. The hours of operation vary and may include some weekends, evenings and statutory holidays.

### **MINIMUM QUALIFICATIONS AND SKILLS:**

- Must be minimum sixteen (16) years of age
- \* National Lifeguard Award (NL)
- \* Standard First Aid with CPR C (minimum) from WSIB recognized certifying body
- Experience working within the aquatic field, preferably in a municipal environment
- Previous customer service experience
- Reliable transportation
- An acceptable criminal reference check (CPIC), including vulnerable sector screening, completed within the last six months (if over 18)

\* Qualifications must be kept current.

### **SKILLS, ABILITIES, AND KNOWLEDGE REQUIRED:**

- Exhibit outstanding public relations skills in all interactions
- Highly self-motivated and able to work independently in a team environment with a demonstrated ability to establish effective working relationships.
- Ability to take initiative, multi-task, and complete work in a detail oriented and timely manner

### **DUTIES AND RESPONSIBILITIES:**

- Follow all policies and procedures in the pool procedure manual as set out by the Municipality and Provincial Legislation to ensure a safe aquatic environment
- Provide a fun and safe aquatic environment for patrons
- Maintain the pool facility as per current Ontario Health Regulations including appropriate maintenance documentation

- Ensure the pool area and change rooms are clean and always organized
- Ensure that all equipment is in working order, in place and that the proper guarding positions are taken before the start of the swim
- Notify the Aquatic Coordinator if equipment is damaged and needs repair or replacing
- Maintain order and discipline in all areas by continually monitoring the pool area and periodically checking the change rooms
- Enforce pool rules and policies in a polite and professional manner
- Maintain first aid kits with supplies of proper stock
- Demonstrate exceptional customer service by adhering to the Township's standards and procedures
- Complete administrative tasks such as water tests, accident/incident reports, checking equipment, cleaning equipment and performing maintenance tasks when not guarding or instructing
- Respond to emergencies according to NL Standards and/or Loyalist Township's policies and procedures, including reporting all incidents
- Responsible as an employee for health and safety, including working safely within requirements of legislation and policies, reporting hazards, and maintaining a safe and clean environment
- Work as part of a team; communicate effectively with staff, volunteers, and members in all situations
- Attend in-service training sessions
- Ensure all people have left the pool facilities at the end of a closing shift
- Other duties as assigned

### **WORKING RELATIONSHIPS:**

#### **Internal:**

Daily communication with Recreation and Municipal staff

#### **External:**

Daily interaction with Township residents and patrons

*Primarily, aquatic environment working conditions apply. May be standing for long periods. Some moderately heavy lifting, with occasional heavy lifting during set-up procedures. May have exposure to smells such as pool chlorine. Ability to walk, climb stairs or otherwise travel around the facilities is required.*

*The job description reflects the primary duties and responsibilities of this position and should not be construed to describe in detail all duties and responsibilities of the job.*