



JOB POSTING

Swimming Instructor

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 value respect and working together. We strongly value the importance of swimming and swimming lessons to our community and are dedicated to continuing to offer remote aquatic programming for residents to access at other facilities while we strive to bring a new pool to the W. J. Henderson Recreation Centre. 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:

Pension – Effective January 1, 2023 all employees will be eligible to join the OMERS pension plan. You will contribute a percentage (9%) of your earnings to help pay for your future pension and Loyalist will contribute an equal amount. These contributions will fund a portion of your pension. Investment earnings of the OMERS Fund will pay the balance.

[Find out more!](#)

Employee Assistance Program – All employees and their dependents have access to short-term clinical counselling that are free and confidential. This includes 24/7 access and crisis support, effective short-term, professional counselling for individuals, couples, and families. Our EAP also provides career counselling, financial coaching and credit counselling, health and nutritional coaching, and life coaching! These are just the beginning. [Find out more!](#)

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

File No:	2022-67 Swimming Instructor
Hours:	Variable, part-time (up to 24 hours per week)
Hourly Rate:	\$17.63
Closing:	Open until filled

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: SWIMMING INSTRUCTOR
DEPARTMENT: COMMUNITY & CUSTOMER SERVICES
REPORTS TO: AQUATIC COORDINATOR
CATEGORY: CASUAL PART-TIME
UPDATED: MARCH 2021

POSITION SUMMARY:

Reporting to the Aquatic Coordinator, the Swimming Instructor is responsible for providing a safe aquatic environment and delivering high quality instruction in Red Cross and Lifesaving Society programs. 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)
- *Canadian Red Cross Water Safety Instructor (WSI) Certification
- *Lifesaving Society Instructor Certification (Bronze Instructor) is an asset
- *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
- Current CPIC and vulnerable persons check (if over 18)

*qualifications must be kept current.

- 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 and complete work in a detail oriented and timely manner.
- Ability to work a varied schedule, including evenings and weekends.

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.
- Instruct the Red Cross Learn to Swim Programs in accordance with the Canadian Red Cross Society standards.
- Evaluate the program participants on an on-going basis during each session.
- Set up any needed equipment before classes start and clean up equipment from the deck when the lessons are done.
- Report any broken or damaged equipment to the Aquatic Coordinator.
- Enforce pool rules and policies in a polite and professional manner.
- Complete administrative tasks such as updating class rosters, worksheets, recording class attendance, distributing progress cards, badges, or stickers.
- Respond to emergencies according to NL standards and/or Red Cross IERs standards, and/or Loyalist Township's policies and procedures, including reporting all incidents.
- Work as part of a team, communicate effectively with staff, volunteers, and members in all situations.
- Other duties as assigned.

Note: Above duties are representative of a typical position and are not to be construed as all-inclusive.

WORKING RELATIONSHIPS:

Internal:

Daily communication with Recreation and Municipal staff

External:

Daily interaction with Township residents and patrons

WORKING CONDITIONS:

Primarily in a pool environment. Exposure to smells such as pool chlorine, gym atmosphere. Lifting during set-up and clean-up procedures. Ability to walk, climb stairs or otherwise travel around the facilities is required.

Note: The foregoing is intended to outline the general description of duties and responsibilities for this position. It is not intended, nor should it be interpreted as a complete description. Loyalist Township reserves the right to amend this position description at any time.