

LIFEGUARD/SWIM INSTRUCTOR

JOB SUMMARY:

Under the direction of the Director of Recreation, the Lifeguard/Swim Instructor is responsible for the effective operation of the District of Lillooet Swimming Pool through the provision of aquatic program services and the operation and maintenance of the facility pool. This position requires the incumbent to adhere to the District of Lillooet's policies and procedures.

DUTIES AND RESPONSIBILITIES:

1. Provides direct hands on leadership, including lifeguarding and instruction, in the provision of a wide range of aquatic programs at the District of Lillooet REC Centre.
2. Assists the Director of Recreation in the planning, organizing and evaluating of aquatic recreation programs and events.
3. Performs a variety of administrative tasks including support and assistance of office staff, and maintenance of a variety of program and operational reports and records.
4. Plays a key role in the REC Centre's customer service program including the development of a positive and friendly relationship with facility users of all ages and abilities.
5. Performs a wide range of custodial and operational tasks including maintaining pool water quality and equipment.
6. Plays a key role in the REC Centre's Safety Program, including provision of first aid services, enforcement of pool rules and pool safety for the public, routine preventative maintenance and safety checks, and implementation of the facility's emergency response program.
7. Collects drop-in fees and verifies participants' passes.
8. Due to the diverse nature of REC Centre operations all staff are expected to assist other co-workers as requested and to show flexibility and initiative in new or temporary assignments.

REQUIRED KNOWLEDGE AND SKILLS:

- Strong interpersonal, communication, and leadership skills.
- Ability and knowledge to operate the pool physical plant.
- Ability to work without direct supervision, under pressure and to meet deadlines.
- Ability to effectively respond to emergency situations.
- Ability to comprehend and effectively carry out oral and written instructions and maintain preventative maintenance and service records.
- Tact and discretion is required to deal with or settle requests, complaints or for clarification of information.
- Proven ability to communicate and work effectively with co-workers and the public including children and youth.
- Working knowledge of WHMIS and WCB regulations and safework procedures.

MINIMUM TRAINING AND EXPERIENCE:

- High school graduation, one year of aquatic/pool based experience, and a Level I Pool Operators certificate or an equivalent combination of training and experience.

REQUIRED LICENCES, CERTIFICATES AND REGISTRATIONS:

- The Lifeguard/Instructor must possess and maintain the following current certifications:
 - National Lifeguard Service Award (Pool Option)
 - Red Cross Water Safety Instructor
 - CPR Certification - Basic Rescuer or CPR "C" (current within the last year)
 - Emergency first aid certificate or equivalent
- Must pass a criminal record check in accordance with the District of Lillooet policy.

This description contains the elements necessary for the identification and evaluation of the job. It is not an exhaustive list of the duties to be performed.
