



*Making life better in King*

## THE CORPORATION OF THE TOWNSHIP OF KING JOB DESCRIPTION

<b>JOB TITLE:</b> Aquatics Lifeguard/Instructor	<b>CLASSIFICATION:</b> Contract Seasonal
<b>DEPARTMENT:</b> Community Services	<b>SALARY LEVEL:</b> \$18.00 - \$20.00 / hour (Lifeguard) (2024 Rate) \$19.50 - \$22.50 / hour (Instructor) (2024 Rate)
<b>LOCATION:</b> Township of King Recreation Centres	

### **JOB PROFILE:**

#### **Function:**

Under the supervision of the Supervisor of Active Living & Aquatics, the Aquatics Instructor/Lifeguard will closely monitor all patrons to ensure the safety of all participants and enforce proper rules and use of the facility. Aquatics Instructors are responsible to lifeguard, lead swim classes with the Lifesaving Society's Swim for Life and Lifesaving Programs, prepare lesson plans and instruct and evaluate students.

#### **Reports to:**

- Supervisor of Active Living & Aquatics

#### **Supervision Responsibilities:**

- None.

#### **Duties and Responsibilities:**

- Provides swimming instruction, skill evaluation and safety supervision of participants.
- Plans, conducts, and implements safe and educational swimming lessons.
- Will lead specific drills/instruction according to prepared lesson plans while creating a fun, safe and positive learning environment to participants of all ages.
- Need to complete report cards and worksheets in a constructive and timely manner.
- Conducts rescue procedures, administration of first aid, operation of public address system and other general lifeguarding duties.
- Maintains constant surveillance creating a safe, supervised aquatics area and maintains complete vigilance to minimize risk.
- Provides care and treatment as required for all minor and major incidents until the arrival of emergency medical services.
- Provides good customer service and engages with participants to provide

- education about potential hazards and safe practices.
- Performs general pool maintenance and cleaning functions.
- Maintains and cleans pool areas, washrooms, changerooms, grounds and work areas.
- Ensures compliance and control of lifeguard functions.
- Enforces swimming rules and regulations with patrons.
- Maintains complete and accurate records of incidents and accidents, swimming occurrences, missing persons, daily maintenance, opening and closing procedures and any other forms and reports to immediate supervisor for follow-up and takes appropriate action.
- Understands and adheres to all legislated requirements, policies, and procedures, including emergency procedures and Health and Safety Standards.
- Models and practices HIGH FIVE® – Principles of Healthy Childhood Development (Participation, Play, Mastery, Friends, and Caring Adult).
- Performs other duties as assigned.

**Qualifications:**

- Lifesaving Society National Lifeguard Certification.
- Lifesaving Swim Instructor & Lifesaving Instructor.
- Valid Standard First Aid & CPR/AED Level C Certification.
- HIGH FIVE® Principles of Healthy Child Development (PHCD) certification.
- HIGH FIVE® Quest 2 certification is an asset.
- Ability to react calmly and effectively in emergency situations.
- Ability to follow routine verbal and written instructions.

**Conditions of Employment:**

- Applicants must be at least 15 years of age.
- Required to submit a vulnerable sector screening to the Town.
- Required to work various shifts weekdays mornings, daytime, afternoons, evening, and weekend shifts.
- Employees are responsible to recertify all of their required certifications before they expire.
- Employees are responsible to hold current certifications and recertify all of their required certifications before they expire.

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Department Head: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Supervisor (if applicable): \_\_\_\_\_

Date Approved: \_\_\_\_\_

Incumbent: \_\_\_\_\_

Date Signed: \_\_\_\_\_