

Job Title: Aquatics Coordinator

Location: Jamie Platz Family YMCA and Castle Downs YMCA, Edmonton, Alberta

About Us:

The YMCA of Northern Alberta is a registered charity operating in Edmonton since 1907, Wood Buffalo since 1975 and in Grande Prairie since 2007 and is excited to be extending our reach into Red Deer in 2019. The YMCA's Mission is to create life-enhancing opportunities for the growth and development of all people in *spirit, mind and body*. The YMCA is committed to the values of *respect, honesty, caring, responsibility, diversity and social inclusion*.

We strive and are committed to build communities in which:

- People experience better health and well-being in spirit, mind and body;
- Individuals and families thrive and experience a sense of belonging;
- Children and youth are active, engaged and healthy;
- Individuals and families have the opportunity to reach their potential;
- People value diversity and social inclusion; and
- People work together to strengthen the foundation of their community.

About this Job Role (Aquatics Coordinator):

The Aquatics Coordinator is an individual who is responsible for monitoring and responding to program areas, ensuring the Aquatics staff team are all working on strategies to improve the members experience; affecting retention (increase), program quality and member satisfaction.

Compensation: An attractive compensation package.

Key Responsibilities:

- Assist Supervisor in recruitment, training, coaching and supervision of staff and volunteers.
- Coordinate the operations of all programs and services for members at the quality and service levels outlined.
- Create, monitor, schedule and implement aquatic programming for members, manage pool programming space, assign instructors to their designated areas, and ensure proper spacing of programming within pool area and maintain proper ratios.
- Facilitation of Aquatics programs and services. Instruct aquatic programming and perform lifeguard duties, cover absences and fill in when classes are overbooked or need support.
- Enforce that the Aquatics centre follows procedures to ensure Provincial and Local Public Health Regulations.
- Role model best practices daily by interacting with members in the facility.
- Demonstrate and promote a personal understanding of and appreciation for the mission, vision, and values and the YMCA programs and services.

Qualifications:

Building healthy communities

Education/Certifications/Credentials/Professional Registration

- University Degree in Recreation, Physical Education or Education, or related experience is an asset.
- Standard First Aid, CPR-C, and WHMIS Certification.
- Successful candidates will be required to provide a current and satisfactory Police Information Check including a Vulnerable Sector Search.
- National Coaching Certification Program (NCCP) is an asset
- Aquatics Certifications required: National Lifeguard Service (NLS), Oxygen Administration, YMCA Swim Instructor and/or Water Safety Instructor (WSI), Aquatic Emergency Care (AEC).
- Advanced swimming instruction preferred.

Experience

- Minimum of 2 years experience in aquatics in an instructing and/or guarding capacity.
- Leadership experience an asset.

Knowledge/Skills/Attributes

- Able to deal with difficult situations and customer complaints with confidence.
- Demonstrated leadership, lesson planning skills, and excellent communication and interpersonal skills.
- Computer skills (Microsoft Office, Windows).
- Knowledge of pool Standards and regulations for running and operating an aquatic facility (Alberta Health Services Standards and Lifesaving Society Alberta Standards is an asset).

How to apply: Applicants are requested to apply for this position directly through our website at <https://northernalberta.ymca.ca/careers>

Note: A Security Clearance Check is a condition of employment for successful candidates. The check must be completed prior to commencement of work and is the financial responsibility of the candidate.