



Instructor/Lifeguard

An Eligibility List may be established from this job posting – The duration of the eligibility list will be 6 months. Future vacancies will be filled by going to the next highest ranked candidate until the eligibility list expires. The City wishes to thank all applicants for their interest but only those candidates selected to advance in the recruitment will be contacted. Note that only those candidates eligible to legally work in Canada will be considered.

This posting will be used to fill the following vacancies:

- **One permanent full time position- guaranteed 35 hours per week (\$25.76 - \$30.30 per hour)**
- **One temporary full time position- guaranteed 35 hours per week (\$24.85 - \$29.24 per hour)**
- **Two permanent part time positions- guaranteed 21 hours per week (\$25.76 - \$30.30 per hour)**
- **Two temporary part time positions- guaranteed 21 hours per week (\$24.85 - \$29.24 per hour)**

Job Summary:

The incumbent plans, organizes and instruct aquatic programs and activities including performing essential lifeguard duties and responsibilities in accordance with established safety practices.

Duties and Responsibilities:

1. Monitor pool users and enforce established standards of conduct and decorum, respond to major and minor emergency first aid situations in accordance to established health and safety standards.
2. Perform lifeguard duties to established standards.
3. Develop lesson plans, instruct aquatic programs and prepare participant evaluations.
4. Monitor recreation facility area to ensure it is kept safe, clean and well-maintained.
5. Perform pool maintenance duties; take daily water samples.
6. Communicate, liaise and respond to enquiries with internal staff and the general public.
7. Perform administrative duties including maintaining records, entering data in computer system and providing reception or facility support.
8. Perform light custodial maintenance and minor repairs to facility and equipment. Assist with stocking of custodial, first aid and program supplies.
9. Assist in development and implementation of special aquatic activities/events.
10. Act as Aquatic Team Leader as assigned.
11. Follow, so far as is reasonably practicable, established safety procedures and standards
12. Other related duties.

This description contains the elements necessary for the identification and evaluation of the job. The incumbent may be required to perform other related duties.

Working Conditions:

Majority of work is performed under public recreation setting environment with some exposure to noisy conditions and bodily fluids. Hours of work between 05:30 and 24:00, Sunday to Saturday. Regular evening and weekend work is required.

Knowledge and Skills:

- Completion of Grade 10.
- 2 months Lifeguard and/or Instructor experience.
- I Can Swim Teacher certification with High Five PHCD for Aquatics.
- Standard First Aid and level C CPR.
- National Lifeguard Pool.
- Workplace Hazardous Materials Information Systems.
- RCMP Vulnerable Sector check.
- Participate in training sessions in accordance with certification requirements.
- Good communication and interpersonal skills.
- Ability to foster and maintain effective relationships with stakeholders.

Certifications required within one year:

- Lifesaving Society Instructor certification
- Group Instructor Aquatic Fitness Certification

An equivalent combination of education, training and experience may be considered.

Examples of Equipment to Operate:

First aid and a variety of sporting equipment and general office equipment including computer skills to operate software programs related to ERP system, spreadsheets, word processing, electronic mail, presentation software, etc.

Additional Application Instructions

The City of Whitehorse will only accept job applications through their online e-recruitment system. Job seekers are required to create an online profile and submit their application electronically through this system. Please visit www.whitehorse.ca/careers for more details and to set up an account.