



**GENESIS PLACE – AQUATICS TRAINING COORDINATOR
PERMANENT PART TIME (minimum 18.75 hours)
(Maternity Leave March 2012 – March 2013)**

The City of Airdrie is one of the fastest growing cities in Canada. We foster a culture of accountability and value open dialogue, innovation and entrepreneurial spirit, collaborative relationships, continuous learning, ownership, and encouraging the heart. The Aquatics Department at Genesis Place is searching for another team member who will help us get to the next level.

Primary Accountabilities Include:

- Coach, guide, and evaluate Aquatics staff and offer ongoing support to the entire team of lifeguards and instructors
- Leading and creating in-services for the Aquatics Team
- Incident review and follow - up
- Assist in the hiring and training of all new Aquatics staff
- Develop, create and maintain new and innovative training systems to ensure that all staff are knowledgeable in all areas of lifeguarding
- This is a hands on leadership role

Education/Experience Requirements:

The job requires the following qualifications (submit copies of current certificates with application):

- Minimum of 5 years related lifeguarding experience
- Minimum of 3 years of leadership/supervisory experience
- Current National Lifeguard Service Instructor Trainer Award
- Current Red Cross Water Safety Instructor Trainer
- Current Standard First Aid and CPR C
- Current AED

The following awards would be considered an asset and preference will be given to candidates that hold at least one of the following awards (submit copies of current certificates with application):

- Standard First Aid Instructor Trainer
- Lifesaving Instructor Trainer
- Babysitting Facilitator

Skills and Attributes:

- Excellent interpersonal and customer service skills
- Proven ability to communicate in a positive, respectful and confident manner
- Ability to think on your feet and multi-task in an ever changing environment
- Excellent problem solving and communication skills

Wage Range: \$28.65 to \$35.81 per hour, and a comprehensive benefit and pension package

Application Process:

Candidates are invited to provide a cover letter which addresses the qualifications listed above, their resume, and copies of their current certifications. Submissions will be accepted until **January 20th, 2012** and should be submitted to www.airdrie.ca.

The successful applicant will be required to provide an acceptable criminal record check.

Note: While preference will be given to internal candidates and those who have previously been employed in this position who meet the requirements, this position is also open to external candidates. We thank all applicants for their interest, however, only those applicants selected for an interview will be contacted. Thank you for your interest in the City of Airdrie.