

Aquatics Coordinator

Banff Centre for Arts and Creativity is seeking an **Aquatics Coordinator**.

About Us

Founded in 1933, Banff Centre for Arts and Creativity is a learning organization built upon an extraordinary legacy of excellence in artistic and creative development. What started as a single course in drama has grown to become the global organization leading in arts, culture, and creativity across dozens of disciplines. From our home in the stunning Canadian Rocky Mountains, Banff Centre for Arts and Creativity aims to inspire everyone who attends our campus – artists, leaders, and thinkers – to unleash their creative potential.

The Opportunity

The [Sally Borden Fitness and Recreation](#) department is looking for an experienced Aquatics Coordinator (AC) to be responsible for the operation of the pool and all aquatic programs. Energetic with a passion for the health and well-being of others, the AC will implement the mandate of the department to meet the aquatics, recreational and fitness needs of the Banff Centre and Bow Valley Community.

Specific Accountabilities

- Provide direction in planning for, implementing, and assuring safe fulfillment of a broad range of aquatic programs and services to Sally Borden Fitness and Recreation users and the Banff Community.
- Provide direction and training to all aquatics staff.
- Provide information to course participants and other recreation users, follow-up with course participants in regard to course scheduling, changes, or cancellation and generally maintain the aquatic portion of the registration process.
- Ensure that the pool and all aquatic program equipment are in safe and working order.
- Ensure procedures relative to water purification and safety are effectively carried out including proper filtration and chemical balance, and oversee and ensure that proper records with regard to water purification are maintained.
- Desk Coverage: The AC will attend the Reception Desk as required to maintain quality service during daily scheduled hours.
- Responsible for the safety/security of staff and patrons and all safety/security issues pertaining to these areas. The AC will be the SBB Health and Safety department representative.

Qualification and Educational Requirements

- Must have completed a two year diploma program in Recreation.
- Maintain certifications as required for programs and services offered including National Lifeguard certification, Red Cross and LSSC instructor/examiner, Pool operator certification, Standard First Aid, CPR Basic Life Support, AFLCA Theory and Aquatic Leadership.

Special Requirements

- Candidates offered a position with the Centre, in this capacity, will be required to obtain a criminal record check verifying a clear record before a final job offer can be finalized.
- Due to the nature of the job, this position requires the candidate to be available to work a flexible, irregular schedule and weekends. The AC is also required to attend evening and weekend programs, and supervision and training of staff working between the hours of 5:30am and 10:30pm, 7 days per week, 364 days per year.
- There are specific clothing requirements for this position.
- Candidates must provide copies of all required qualifications before a final job offer can be made.

Employment Terms & Benefits

In accordance with CUPE 4318, this is a unionized, permanent, salaried support staff position, subject to a 6-month probation period.

This starting salary for this position is between \$35,158 and \$39,059 annually, depending on experience, working 37.5 hours per week. The successful candidate will be eligible to participate in the extended medical and dental group benefits plans and will contribute to an employer-matched pension plan.

In addition to a comprehensive [benefits](#) package, the Centre offers a supportive work environment, a staff cafeteria, subsidized fitness memberships, staff events, and free or reduced admission to many Banff Centre concerts, films, lectures, and exhibitions.

Application Process

We are currently accepting applications for the Aquatics Coordinator position until a suitable candidate is found.

If this opportunity matches your interest and experience, please submit your application online via Banff Centre careers website at www.banffcentre.ca/careers