

Internal/External Job Posting

POSITION:	Swimming Instructor & Lifeguard
SALARY:	\$20.79 per hour + 14% in lieu of benefits = \$23.70 per hour (2023 rates)
CLASSIFICATION:	JB05, Program Instructor III
HOURS OF WORK:	Four to 20 hours per week, primarily Monday to Thursday between 9:00AM and 8:00PM, and/or Saturdays and Sundays between 9:00AM and 6:00PM.
STATUS:	Auxiliary
CLOSING DATE:	November 30th, 2023, at 12:00PM
COMPETITION #:	23-111

SUMMARY: Are you ready to dive into the exciting world of Aquatics? West Shore Parks & Recreation is seeking positive and outgoing Swim Instructors and Lifeguards to keep our pool safe and fun. We offer flexible work hours in a supportive, inclusive, and friendly environment. Swimming instructors and lifeguards are responsible for planning and delivering a variety of aquatic programs to participants of all ages and abilities, and for ensuring the safety of all pool users. Our primary focus is on delivering exceptional service and creating a welcoming experience for everyone using our beautiful facilities.

JOB DUTIES & ACCOUNTABILITIES

- Plan, teach, and evaluate swimming lessons for all ages from babies through adults.
- Supervise pool users to ensure the safety, comfort, and enjoyment of all.
- Provide excellent customer service by answering questions and assisting pool users as needed.
- Complete written lesson progress cards and other basic reports accurately and efficiently.
- Monitor and replenish supplies and equipment.
- Perform set up and clean-up of pool deck, monitor and tidy changerooms.
- Provide leadership and first aid treatment during emergencies; liaise with staff, first responders and the public.
- Write basic reports and communicate facility needs to other departments.

QUALIFICATIONS

- Current* National Lifeguard - Pool Option.
- Current Standard First Aid with CPR C/AED.
- Current* Red Cross Water Safety Instructor (WSI) or equivalent (YMCA, Lifesaving Society, or West Shore Swim Instructor).
- Demonstrated experience in customer service and dealing with difficult situations in a positive, courteous, and effective manner.
- Demonstrated communication and organizational skills.

- Demonstrated ability to work co-operatively both independently and in a team environment.
- Water Fit Instructor certification and other relevant instructor certifications are highly desirable.

A clear and current criminal record check is a condition of employment and is the financial responsibility of the successful candidate.

** Applicants that have completed their swim instructor certification and are in the process of completing their National Lifeguard award will be accepted. Applicants with only a National Lifeguard award will be expected to complete a Swim Instructor certification within the first 6 months of employment.*

Interviews and In-water skills screening are scheduled for Thursday, December 7th, 5:00-7:00PM.

Must be available for orientation on January 3rd time is TBD; and for In-service on January 6th, 9:30AM-12:30PM.

Scheduled shifts begin as of January 8th, 2024.

Please be sure to include three (3) references on your resume when applying. References should be current and include recent supervisor(s).

APPLICATIONS

Resumes and cover letters quoting competition **23-111** to be received prior to **November 30th, 2023**, at 12:00PM, **Attention:** Human Resources, West Shore Parks & Recreation Society, 1767 Island Highway, Victoria BC V9B 1J1, Fax: (250) 478-8363; email: jobs@wspr.ca

This is a union position. Only those candidates under consideration will be contacted.

Posted: November 16th, 2023.