



EMPLOYMENT OPPORTUNITY

AQUATIC INSTRUCTOR(S) **Competition Number: DCD-2018-52-EX** **(Part Time)** **Department of Community Development**

Under the supervision of the Recreation Supervisor-Aquatics and Fitness or designated supervisor, the Aquatic Instructor/Attendant facilitates aquatic programs and ensures that all patrons have a safe and enjoyable aquatic experience including supervising and teaching a wide variety of programs to a diverse population.

Some experience in demonstrating and/or instructing information supplemented by required aquatic qualifications as per the Public Pools Act including current Red Cross/Water Safety Instructor, Standard First Aid, C.P.R, Level C and AED certifications; or sufficient qualifications as determined by assessment. **All certifications must be current and submitted when applying.**

The closing date for receiving applications is Friday, September 28, 2018.

The City offers an exciting work environment. This is a unionized position; the hourly rate of pay is \$23.44 plus 6% vacation pay. Day, evening and weekend work will be required.

Interested applicants may apply, in confidence, by submitting a cover letter and resume in PDF format referencing the competition number to recruitment@mountpearl.ca.

The City thanks all interested applicants. Selected applicants will be notified if invited for an interview. To check the status of competitions or view the detailed job descriptions please visit our website at www.mountpearl.ca or contact Human Resources at 709-748-1094.

JOB DESCRIPTION

POSITION TITLE:	AQUATIC INSTRUCTOR/ATTENDANT
DESIGNATED SUPERVISOR:	Recreation Supervisor-Aquatics and Fitness
DEPARTMENT:	Community Development

SUMMARY OF FUNCTIONS:

Under the supervision of the Recreation Supervisor-Aquatics and Fitness or designated supervisor, the Aquatic Instructor/Attendant facilitates aquatic programs and ensures that all patrons have a safe and enjoyable aquatic experience including supervising and teaching a wide variety of programs to a diverse population.

MAJOR DUTIES & RESPONSIBILITIES:

- Supervise and teach a variety of swimming sessions to all age groups.
- Maintain a logbook of all programs that are assigned and maintain accurate and up to date evaluation and participation records.
- Educate the swimming public to habits and attitudes which render safe recreation; elicit co-operation and support by good public relations.
- Oversee assigned pool area and ensure patrons follow facility rules and procedures.
- Remain on duty at assigned station until relieved by another trained employee.
- Respond to emergency and pool situations.
- Keep fit and ready to meet any emergency situation.
- Monitor the use of training equipment and materials and ensure proper storage.
- Ensure the safety and cleanliness of the facility and equipment.
- Report all accidents, rescues or potential dangers by completing appropriate report forms.
- Upgrade skills and maintain a high level of expertise.
- Maintain and retrieve information in accordance with the requirements set forth by the Access to Information and Protection of Privacy Act, 2015, and City information management policies and procedures.

NOTE:

The above statement reflects the duties necessary to describe the principal functions of the job and shall not be considered as a detailed description of all the duties of the job.

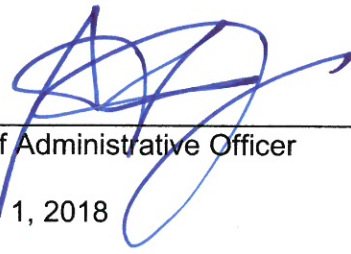
QUALIFICATIONS:

Some experience in demonstrating and/or instructing information supplemented by required aquatic qualifications as per the Public Pools Act including current Red Cross/Water Safety Instructor, Standard First Aid, C.P.R, Level C and AED certifications; or sufficient qualifications as determined by assessment.

- Knowledge of the organization, procedures, functions and objectives of an aquatics facility.

JOB DESCRIPTION

- Knowledge of hazards and safety precautions involved in the work and ability to follow safety protocols.
- Experience and skill in dealing with the public with a demonstrated customer service outlook.
- Ability to instruct information to a varied population.
- Ability to perform the physical duties of the position.
- Ability to safely perform work under minimum supervision.
- Ability to communicate effectively with members of the public in a responsible and professional manner.
- Ability to establish and maintain cooperative and productive working relationships.
- Ability to contribute as a team player with personal commitment to the City's mission, values and guiding principles and safety.
- Ability and willingness to work day, evening and weekend hours.



Chief Administrative Officer

June 1, 2018