

GRAVELBOURG & DISTRICT AQUAPLEX
JOB DESCRIPTION FOR SUPERVISOR/ INSTRUCTOR LIFEGUARD

Hours of Work: Part time to full time, shift work required seven days per week during open pool hours (not conflicting with school hours), May to end of August (no overtime will be scheduled).

Rate of Pay: Supervisor/ Instructor: \$17.86/ hour

General Statement Answering to the Pool Manager, supervising all staff while on duty. The
Duties: Supervisor while on duty is responsible for the conduct and safety of all persons in or near the pool.

Duties and Expectations

Include, but may not be limited to:

1. General

- Supervision of all guards to ensure pool standards are met
- Responsible for scheduling staff as per the requirements of a shift and staff qualifications, with the guidance and assistance of the Pool Manager;
- Protect and safeguard the life and safety of swimmers and fellow staff members, and protect pool property, equipment and facilities;
- Prevent accidents, and should an accident occur, provide immediate emergency care and assistance;
- Ensure that all pool users adhere to all pool health and safety standards;
- Perform general pool and facilities maintenance tasks as assigned, including but not limited to pool water chemistry tests, pool vacuuming, and facilities clean-up;
- Assist with public swim, admissions, passes, registrations and bookings, along with applicable fees, recording such, and
- Issuing official receipts for all registrations and bookings, recording attendance on daily attendance sheets;
- Assist Pool Manager as required and assigned, to reconcile daily cash, submitting accurate daily monies and applicable
- Report to the Pool Manager any feedback/comments/complaints received from the public at large regarding pool
- Establishing and evaluating aquatic programs with the guidance and assistance of the Pool Manager;
- Planning and supervision of water recreation activities, public education with the guidance and assistance of the Pool Manager
- Games and special events.
- Perform duties as assigned.

2. Red Cross Swim Lesson Instructor

- Teaching and evaluate all swimming lessons as assigned in accordance to the Red Cross programming;
- Program scheduling for all levels ranging from Preschool to Swim Kids 10, with the guidance and assistance of the Pool Manager
- Perform instructional and supervisory tasks related to all swimming, lifesaving, and water safety courses.
- Teaching and evaluate all swimming lessons as assigned in accordance to the Red Cross programming;

3. Guarding

- Perform on deck lifeguarding tasks as assigned and regulated by the Lifesaving Society

Parameters of Position:

- Employee is expected to report to work as per posted schedule; employee is expected to arrange for another equally qualified employee to cover any expected absence from scheduled work - with the prior approval of the Pool Manager.

Qualifications: Include but may not be limited to:

- 16 years of age (minimum)
- National Lifeguard Certification
- Red Cross Water Safety Instructor Certification
- CPR-C
- Standard first aid or equivalent
- WHIMIS.