



## HMCC RECREATION DEPARTMENT

**Position Title:** Pool Staff: Certified Instructor and/or Lifeguard

**Reports To:** Aquatics Manager

**Tentative start date:** June 24, 2024, 35+hr/week

**Classification:** Seasonal Summer

**Position Summary:** Under supervision of the Aquatics Management Team, as a Lifeguard at the HMCC Pool, you will create a safe and welcoming space by educating patrons, enforcing safety rules, staying calm and leading through emergency situations. As a Swim Instructor at the HMCC Pool, you bring the energy that helps create a welcoming, safe, and enjoyable space! You are responsible for teaching swimming skills/lessons to all participants in a positive and educational manner, while communicating clearly and effectively.

### **Basic Qualifications:**

- Must have current National Lifeguard Certification.
- Current Standard First Aid and CPR certification.
- Must have current Red Cross Water Safety Instructor certification and/or Lifesaving Society Swim for Life Instructor.
- Demonstrated leadership abilities.
- Experience and ability to work with children in a recreation setting.
- High Five Training and WHMIS or willingness to obtain.

### **JOB DUTIES AND RESPONSIBILITIES**

- Attend preseason training sessions, in-service training, and meetings throughout the summer.
- Provide safety supervision by lifeguarding in accordance with the National Lifeguard certification and standards.
- Assist with the cleaning and maintenance of the pool, deck and change/basket house including facility and equipment checks, pool testing and cleaning.
- Understands pool policies and procedures and schedules and shares relevant information through public education and public relations.
- Assist the Aquatic Manager during all assigned special events.
- Work cooperatively with fellow staff members to ensure that the pool facility and program operate in an efficient manner.
- Work flexible hours (ie. Split shifts, weekends, and evenings).
- Perform rescues and administer first aid as required.



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- Maintain accurate attendance records for all swims and programs.
- Report all accidents/incidents to the supervisor and complete the appropriate forms.
- Instruct swim classes and/ lifesaving programs according to the standards of the Lifesaving Society.
- Prepare daily lesson plans and adapt programming to meet the needs of participants.
- Maintain all qualifications at a current standard.
- Other duties as assigned.

### **VALUE DIVERSITY**

Shows and fosters respect for each person whatever the person's background, race, age, gender, religion, level of ability, values, lifestyle, perspective, or interest. Interacts sensitively with individuals and groups in a way that advances the work of the organization.

### **REQUIREMENTS**

#### **Knowledge:**

- Knowledge of policies and procedures and risk management
- Knowledge of healthy child development
- Knowledge of the latest updates and changes Lifesaving guarding programs, as well as the NS Operational Guidelines for Aquatic Facilities.
- Knowledge of the latest updates and changes to Red Cross Swimming and Lifesaving instructional programs, as well as the NS Operational Guidelines for Aquatic Facilities.

#### **Ability:**

- To effectively manage first aid and rescue situations.
- To perform at a good level of physical fitness.
- To effectively follow policies and procedures.
- To provide quality customer service.
- To adapt programs to meet the needs of participants.
- To effectively and positively work in and foster a team atmosphere.
- To effectively communicate orally and in writing.
- To effectively manage all aspects of swim lessons including record keeping and efficient use of class time.

#### **Personal Suitability:**

- Resourceful • Motivated • Good Judgment • Safety Conscious
- Takes Initiative • Creative • Responsible • Confident • Friendly



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**EQUAL OPPORTUNITY:** All qualified persons will be considered for employment without regard to race, colour, religion, sex, national origin, age, sexual orientation, political affiliation, disability, or any other merit factor.

**HOW TO APPLY:** To apply for this position, visit [www.thehmcc.ca](http://www.thehmcc.ca) and click on the Summer Staff tab. Any questions please contact [hmccrecreation@gmail.com](mailto:hmccrecreation@gmail.com)

**Application deadline:**