



TOWNSHIP OF WILMOT

Position(s): Part Time Assistant Instructor/Guard and Instructor/Guard

Location: Wilmot Recreation Complex - Pool

Qualifications:

- **Assistant Instructor/Guard** - Bronze Cross, LSS Assistant Instructor and Standard First Aid are required;
- **Instructor/Guard** - LSS Swim Instructor Award, Lifesaving Society Instructors Awards, National Lifeguard and Standard First Aid are required;
- Ability to exercise mature judgment in dealing appropriately with colleagues and members of the public;
- Ability to develop and maintain a working knowledge of safety precautions and hazards involved with the work assigned;
- Excellent customer service and interpersonal communication skills with the ability to communicate tactfully, effectively, in a professional manner, in person and on the phone;
- Ability to understand verbal and written instructions from supervisor and colleagues;

Responsibilities:

- Provide quality instruction on swimming lessons and lifeguard services at the WRC;
- Provide safe and effective supervision of members in and around the pool area, including prevention of accidents, performance of First Aid and water rescue;
- Provide information and direction to members using the aquatic facility;
- Complete required paperwork, i.e. worksheets, incident, and accident reports;
- Perform opening and closing aquatics procedures;
- Provide customer service to a wide variety of pool facility users, resolving issues in a timely fashion;
- Use safe work practices and maintain a safe work environment in all tasks performed;
- Keep the supervisor informed of issues affecting departmental operations;
- Plan, prioritize and organize tasks to meet daily operational needs of the facility;
- Perform other related duties as required and assigned by supervisor.

Hours of work: This position offers a flexible schedule of up to 25 hours per week with day, evening and weekend shifts as required. Hours and schedules vary depending on programming requirements.

Hourly Rate of Pay: Assistant Instructor Guard: \$14.00 - \$15.26
Instructor Guard: \$15.26 - \$17.29

Resumes received after submission deadlines will be retained on file for six months and will be reviewed on an as-needed basis. We thank all applicants - only those selected for an interview will be contacted. Information collected will be used in accordance with Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection. Accommodations are available for the recruitment process. Applicants need to make their needs known in advance.

How to apply: Qualified applicants are invited to submit a resume, clearly marked **Part Time AIG or Part Time IG**, by email to Human Resources hr@wilmot.ca

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