

POSITION TITLE: Lifeguard II (Head Lifeguard)

REPORT TO: Aquatics Coordinator/ Recreation Manager

Position Summary:

The Town of Beaverlodge, Recreation Department is looking for energetic and responsible individuals to join our team as a Casual/ Part-time Lifeguard II (Senior Head Lifeguard). Under supervision of the Aquatics Coordinator/ Recreation Manager, Lifeguard II is responsible for ensuring the safety of patrons of our aquatic facility by preventing and responding to emergencies, while withholding current certification. You will play an instrumental role on maintaining orderliness by inspecting swimming pool areas, locker rooms and restrooms. You will maintain pool equipment as well as monitor and keep records of pool water chemistry.

Duties and Responsibilities:

- Maintains constant surveillance of patrons in the facility; acts immediately and appropriately to secure safety of patron's day-to day and in the event of emergency.
- Provides emergency care and treatment as required.
- Follow all Town procedures and protocols.
- Follow systems, practices, while staying informed and ensures Pool Standards, AHS, Town Policies, and training partners guidelines are all current.
- Follow system, practices, and training related to risk management and safety of participants and staff, follow accident report procedures and policies.
- Present professional appearance and attitude at all times, and maintains a high standard of customer service.
- Oversight of all daily pool operations. Maintain pool chemistry day-to-day. Treat the pool with appropriate concentration of chemicals on a regular schedule.
- Monitor pool-related activities closely throughout shift and identify any safety issues and identifies areas of improvement.
- Provide high standard of programming, while acting as a team leader to other instructors; swimming lessons, fitness classes, advance classes and the like.
- Performs various maintenance duties as directed to maintain a clean and safe facility.
- Maintains a clean environment in and around the pool.
- Maintain program supplies.
- Prepares and maintains appropriate paper trail, including but not limited to activity reports/ daily logs/daily-weekly-monthly records.
- Participates in shift work; open the pool and close it down depending on schedule and hours. Responsible for "on-call" weekends.
- Maintains strong and effective communication skills between Town staff, including co-workers, Recreation Supervisor, Management, and Facility Maintenance.
- Assist Management in the hiring, training, and supervision of all necessary personnel to deliver each program component.
- Acts as the shift lead supervising all staff, patrons and facility and reporting to management as needed.
- Responsible for filling gaps in lifeguard and swim instructor schedule.
- Participates in public engagement activities.

- Compile feedback and metrics to understand needs and identify future goals.
- Performs other related work within the scope of the classification.
- Other duties as assigned by the Recreation Manager, Aquatics Coordinator, and/or other Management/CAO

Minimum Job Requirements:

- Current First Aid Certification – Level C CPR
- Red Cross Water Safety Instructor (WSI)
- Red Cross water Safety Instructor Trainer (WSIT) and/or Lifesaving Society (NLI) is an asset
- National Lifeguard Award
- Minimum 1 year experience as a Lifeguard and Instructor.
- Minimum grade 12 diploma.

Knowledge, Skills, and Abilities Required:

- Ability to react calmly and effectively in emergency situations.
- Skill in the application of lifeguarding surveillance and rescue techniques.
- Ability to pass pre-employment physical skills evaluation as stipulated by the department.
- Ability to prepare routine administrative paperwork.
- Knowledge of CPR and emergency medical procedures.
- Ability to follow routine verbal and written instructions.
- Knowledge of customer service standards and procedures.
- Demonstrates strong interpersonal skills.
- Works well with a team and individually.
- Ability to effectively communicate within the role.
- Proficient knowledge in the areas of lifeguarding, swimming instruction, and emergency procedures.
- Continually manage time.

Submit current resume and cover letter to the Attention of:

Human Resources
Town of Beaverlodge
Box 30
Beaverlodge, AB T0H 0C0
HR@beaverlodge.ca