

The Town of Ladysmith provides its employees the opportunity to make a positive and meaningful impact on the daily lives of the public we serve. Are you looking for a dynamic and interesting career? The Town of Ladysmith is seeking a self-motivated professional for our Aquatics Department

CASUAL  
AQUATIC INSTRUCTOR  
 Internal/External Competition #2024-55  
 (Up to 2 positions)

<b>Department:</b>	Aquatics
<b>Duties &amp; Required Qualifications:</b>	See attached Job Description
<b>Rate of Pay:</b>	Band 1 - \$28.16 per hour (*Pending Job Evaluation)
<b>Hours of Work:</b>	No guarantee of hours Parks, Recreation and Culture is a seven-day per week operation and require employees to be available for work weekdays, evenings and weekends.
<b>Conditions of</b>	Applicants must be at least *15 years of age to apply, have a valid Lifesaving Society (LSS) National Lifeguard Certification and meet all other requirements on the job description.  <i>*Applicants under the age of 16 must accompany a parent/guardian consent form with their resume.</i>
<b>Employment:</b>	
<b>Union:</b>	Canadian Union of Public Employees (C.U.P.E.) Local 401
<b>Benefits:</b>	As per the Collective Agreement
<b>Reporting To:</b>	Programmer - Aquatics

This job posting will remain open until filled. For further information please contact Tami-Lyn Stephen, Programmer – Aquatics at 250.245.6414 ext. 6232: [tstephen@ladysmith.ca](mailto:tstephen@ladysmith.ca)

If you are interested in applying for the position, send a detailed resume which notes your qualifications and experience relevant to the job description in a **WORD or PDF** format only to:

Trish McConnell, Manager of Human Resources  
 City Hall, 410 Esplanade, PO Box 220  
 Ladysmith, BC V9G 1A2  
 Email: [careers@ladysmith.ca](mailto:careers@ladysmith.ca); Ph: 250.245.6412; Fax: 250.245.6411

\*Pending job evaluation means that based on the job evaluation process, the rate of pay may be reduced or increased. Per CUPE Agreement Article 15.02: "applicants for this position shall agree that in the event of a grievance regarding filling of this posting, interview and selection documentation shall be released to the union."



<b>TITLE:</b>	AQUATIC INSTRUCTOR
<b>DEPARTMENT:</b>	AQUATICS
<b>DIVISION:</b>	PARKS, RECREATION & CULTURE
<b>CATEGORY:</b>	UNION CUPE LOCAL 401
<b>BAND:</b>	1 (Subject to Job Evaluation)

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**GENERAL ACCOUNTABILITY**

Under the direction of the Aquatic Programmer, this position is responsible for ensuring the safety of patrons in and around the pool area, maintaining the pool area in a safe and clean condition, exhibiting leadership qualities while instructing within the aquatic programs offered and providing general supervision of aquatic program patron's activities.

**PRIMARY DUTIES AND ACCOUNTABILITIES**

- Instructs assigned programs.
- Promotes an atmosphere of good relations with the public and staff.
- Ensures that aquatic activities are carried out in a safe manner and in accordance with established rules and regulations.
- Attends professional development training as directed.
- Other related duties as required.

**REQUIRED QUALIFICATIONS, KNOWLEDGE, SKILLS AND ABILITY**

1. Minimum grade 10 education.
2. Lifesaving Swim Instructor.
3. Bronze Cross Certification.
4. Airway Management & Oxygen Administration Certification or equivalent.
5. Valid Standard 1<sup>st</sup> Aid certification.
6. Valid CPR, level C certification.
7. Satisfactory criminal record check / personal information check.
8. Demonstrated knowledge of safe work procedures, practices and obligations.
9. Demonstrated initiative with specific direction; completing tasks by removing barriers and locating necessary resources.
10. Demonstrated ability to communicate effectively in a wide variety of situations applying diplomacy and interpersonal skill to establish and maintain productive relationships.
11. Demonstrated high level of focus on internal and external client service continuously seeking ways to meet and exceed expectations.
12. Demonstrated ability to work cooperatively within a team and with Town employees, stakeholders and partners to achieve optimal results.
13. Demonstrated ability to react to any emergency situation in a competent manner with excellent decision making abilities.
14. Demonstrates valuing diversity.