

*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 Fitness Department.*

CASUAL  
FITNESS ATTENDANT  
(1 position)

**Internal/External Competition #2025-01**

<b>Department:</b>	Parks, Recreation & Culture – Fitness
<b>Duties &amp; Required Qualifications:</b>	See attached Job Description
<b>Rate of Pay:</b>	Band 5 - \$31.71 per hour
<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 Employment:</b>	Automatic wage deposit
<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 – Fitness

This job posting will remain open until filled. For further information please contact Sue Glenn, Supervisor – Community Programs & Services at 250.245.6426: [sglenn@ladysmith.ca](mailto:sglenn@ladysmith.ca)

If you are interested in applying for the position, send a cover letter and 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

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.”

The Town of Ladysmith is committed to diversity and inclusivity in our employment practices. We are an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes.

The Town of Ladysmith wishes to thank all applicants in advance for their interest.  
However, only those selected for an interview will be contacted.



<b>TITLE:</b>	FITNESS ATTENDANT
<b>DEPARTMENT:</b>	FITNESS
<b>DIVISION:</b>	PARKS, RECREATION & CULTURE
<b>CATEGORY:</b>	UNION CUPE LOCAL 401
<b>BAND:</b>	5

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**GENERAL ACCOUNTABILITY**

Under the direction of the Programmer – Health and Wellness, the incumbent is responsible for ensuring the safety of patrons in and around the fitness centre, providing initial health screening and participating in the design, modification and instruction of safe, effective exercise programs and fitness classes.

**PRIMARY DUTIES AND ACCOUNTABILITIES**

- Responsible for the safety and control of the fitness centre and its patrons.
- Create a comfortable and inviting exercise environment for patrons in all programs and areas of our facility.
- Provide initial health screening for patrons.
- Design, modify and instruct safe, effective and appropriate one-on-one training programs within your scope of practice.
- Design, modify and instruct safe, effective and appropriate group fitness classes
- Provide weight room monitoring and equipment orientation.
- Maintain a safe and clean fitness centre and programming spaces.
- Act as a resource and refer to appropriate health care providers.
- If qualified, teach fitness classes in the aquatic environment (Aqua Fitness).
- Attend professional development training as directed.
- Adhere to safety policies and regulations as established by WorkSafe BC, the Occupational Health and Safety committee, the Town of Ladysmith and regional and municipal statutes.
- Other related duties as required.

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

1. Minimum grade 12 education or equivalent (GED).
2. Valid Standard 1st Aid certification.
3. Valid CPR, level C certification.
4. Satisfactory criminal record check / personal information check.
5. BCRPA Fitness Leader Registration.
6. BCRPA approved Weight Training Module.
7. BCRPA approved Group Fitness Module.
8. Possession of a valid B.C. driver's Licence (class 5).
9. BCRPA Fitness Leader Aqua Fitness is an asset.
10. Any one of (or working toward) the following BCRPA Fitness Leader Certificates:
  - Older Adult
  - Osteofit
  - Personal Training
  - Yoga Fitness



- Pilates Fitness

11. Demonstrated knowledge of safe work procedures, practices and obligations.
12. Demonstrated initiative with specific direction; completing tasks by removing barriers and locating necessary resources.
13. Demonstrated ability to communicate effectively in a wide variety of situations applying diplomacy and interpersonal skill to establish and maintain productive relationships.
14. Demonstrated high level of focus on internal and external client service continuously seeking ways to meet and exceed expectations.
15. Demonstrated ability to work cooperatively within a team and with Town employees, stakeholders and partners to achieve optimal results.
16. Demonstrated ability to react to any emergency situation in a competent manner with excellent decision making abilities.
17. Demonstrates valuing diversity.