

## **POSITION SUMMARY**

The employee in this position is responsible for ensuring the safety of all those patronizing the Vegreville Aquatic & Fitness Centre. Good interpersonal skills are a necessity for this position.

This employee is a respected member of an effective working team, dedicated to maintaining and improving our community and will serve the public with courtesy and respect.

As an employee, this person shall establish and maintain a good working relationship with all departments. Sound judgement and discretion must be used when responding to inquiries regarding classified and confidential information.

## **DUTIES & RESPONSIBILITIES**

- Maintains positive public relations with employees and the public.
- Ensure effective communication with all aquatics staff and department managers.
- Is required to work shift work, weekends and evenings.
- Guard and instruct scheduled programs, when required.
- · Performs maintenance duties.
- Attends regularly scheduled in-services in which emergency procedures are practiced and reviewed.
- Administers First Aid and CPR according to Provincial standards, when required.
- Provides requested services at any time in an emergency.
- Trains Junior Lifeguards, as needed.
- Ensure daily water tests are taken on a regular basis and ensure water quality is kept to Provincial standards.
- Ensures proper shift change forms are completed.
- Emergency shift replacement when required.

## **QUALIFICATIONS & KEY COMPETENCIES**

- Must be at least 16 years of age with a Minimum of Grade 10 education.
- Capable of working with minimum supervision.
- Physically capable of performing work assigned and is self-motivated. A medical check may be required.
- · Valid certification in:
  - Intermediate First Aid or Aquatic Emergency Care (A.E.C.).
  - National Lifeguard (N.L.).
  - Cardiopulmonary Resuscitation Certification (C.P.R.).
  - Lifesaving Swing Instructor (LSI).
  - Pool Operators Level 1

- The following certifications is recommended but not necessarily required:
  - A.F.L.C.A.
  - Pool Operators Level 2
- Must have excellent interpersonal, communication and leadership skills.
- Possess and retail a valid class 5 driver's license.

Applications can be picked up from the front desk at the Aquatic & Fitness Centre and you may email your resume to rweleschuk@vegreville.com or drop it off in person.

Thank you to all that apply. Only those selected for an interview will be contacted.