

Lifeguard (Permanent, Full-Time) - 1290

Close Date

April 7, 2024

At the City of Kamloops, we believe in progressive and barrier-free recruitment for everybody every day. This means employment opportunities for all in a safe, inclusive and diverse workplace. We know our city is stronger when we hire qualified individuals from different backgrounds with diverse experiences, cultures and perspectives.

We are focused on creating the highest levels of service excellence, based on an organization-wide community culture that celebrates our employees who make it all happen. We are known as Canada's Tournament Capital and are famous for our hospitality and community spirit, traits that make us a leader! Recreation, sports, arts and culture, health care, social activities, volunteerism, and affordable housing all meld to form a unique blend of big-city amenities with small-town ambience. This is Kamloops!

Let's make Kamloops shine! Join our team today.

Position Overview

Are you a strong swimmer with a passion for safety? Join the City of Kamloops' Aquatics team as a permanent, full-time lifeguard and become a crucial part of our commitment to providing a safe and enjoyable aquatic environment. As a lifeguard, you'll be responsible for actively monitoring the pool, upholding safety protocols, and teaching learn to swim programs. Our lifeguards play a vital role in safeguarding our guests and ensuring a positive experience for all. If this sounds like a career that interests you, apply today!

The successful Lifeguard candidate must have the following qualifications:

1. Minimum age is 16 years old.
2. Current National Lifeguard (NL) Award - Pool Option.
3. Current Lifesaving Society Swim Instructor Certificate.

For new hires, and for those working in designated positions of trust, including those working directly with vulnerable persons, no formal offer of employment will be made until an applicant completes a police information check. A comprehensive benefits package is included with this position.

Please note that these positions fall under the attached Letters of Understanding, please review for more details.

Hourly Rate

\$23.67

Hours & Days of Work

C5 Monday – Friday:
*3:00 PM - 10:00 PM
*2:00 PM – 3:00 PM

Hours per Week

35

Please note if you need assistance or have individual needs or requirements throughout the application process, contact the Human Resources Department by telephone, email hr@kamloops.ca or in person at 6-510 Lorne Street so we can better support you.

Career Opportunity



Canada's Tournament Capital

External job postings are open to everyone. We are an equal opportunity employer and thank all applicants for their interest. Please be sure to review the application requirements of each job you apply for. Only those selected to participate in the recruitment process will be contacted.

Applications are accepted online at kamloops.ca/careers.

Aquatics Certifications

LETTER OF UNDERSTANDING

BETWEEN: CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 900 (The Union)

AND: CITY OF KAMLOOPS (The Employer)

RE: AQUATICS CERTIFICATIONS

The Employer agrees to pay wages and course fees (including required materials) for current Aquatics employees' certifications under the following conditions:

1. Training is related to obtaining certifications required for the employee's current job classification.
2. Training is City-sanctioned and delivered in City facilities (employees who choose to attend third party or non-sanctioned training will do so at their own expense and on their own time without pay).
3. Employee's award must be expiring within six months prior to the time of the training (known as re-certification period).
4. Employees must provide twenty-one (21) calendar days written notice to management in advance of the training date.
5. Training time will not occur overtime.
6. Shift times may be altered to accommodate training times, without loss of hours to the employee but also without incurring overtime.
7. Offer is limited to one (1) re-certification attempt per award within the re-certification period.
8. The Employer will post a list of employee certification/expiry dates by December 31 of each year. It is the employee's responsibility to ensure that the listed dates are consistent with their card dates. Card dates will prevail over listed dates.

In addition, the Employer agrees to provide OFA, NLS, WSI, LSI, and AED training a minimum of twice a year.

This agreement comes into effect January 1, 2012. The City will review this enhanced program throughout the term of the current Collective Agreement to determine its ongoing feasibility. The Union will be provided an opportunity to provide input into that review.

Signed September 21, 2011
Renewed for the 2019-2023 Collective Agreement term

Lifeguards

LETTER OF UNDERSTANDING

BETWEEN: CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 900 (The Union)

AND: CITY OF KAMLOOPS (The Employer)

RE: LIFEGUARDS

Lifeguards for the purpose of this Letter of Understanding include Lifeguards, Deck Leaders and Aquatic Coordinators unless the classification is specifically stated.

1. Bid Meeting for Temporary Schedules

- a) The meeting will only be open to all current Lifeguards. Those unable to attend may indicate their choice of shifts by submitting a list of shifts (in order of preference) in writing and through another individual designated to represent them at the bid meeting.
- b) If a Lifeguard's seniority warrants an available shift, he/she must take a minimum number of shifts whereby he/she is working eight (8) or more hours a week (Saturday to Friday).
- c) Shifts left vacant after the bid meeting will be open to the Bargaining Unit. There shall be a minimum of two (2) bid meetings per year for the temporary schedule shifts.

2. Bid Meetings for Permanent Shift Vacancies

- a) The bid meeting will be open to all qualified members of the Bargaining Unit. Lifeguards who are awarded lifeguard permanent shifts cannot drop those shifts to pick up temporary shifts off the temporary lifeguard schedules, with the exception of 2(b).
- b) Permanent lifeguard shift holders shall have the opportunity to bid into lifeguard summer shifts from June to August. Should the employee decide to vacate his/her permanent shift for a lifeguard summer shift, three (3) weeks' written notice must be given prior to the bid meetings. When the summer shift ends, the incumbent will revert back to his/her permanent shift. Should an employee not give three weeks' written notice, and chooses to bid into a lifeguard summer shift, he/she shall forfeit his/her permanent lifeguard shift, with the exception of 2(d).
- c) Should an employee holding a permanent lifeguard shift decide to bid on shifts from the lifeguard temporary schedules between September and May, he/she shall forfeit his/her permanent shift, with the exception of 2(d).

- d) An employee holding a permanent lifeguard shift may vacate and return to that shift if he/she bids into a permanent, benefit-entitled lifeguard shift that has been posted on a temporary relief basis.
- e) All positions to be offered at bid meetings will be posted in accordance with Article 10(a) of the Collective Agreement. The posting will also include the following:
 - i. Shift that has been vacated.
 - ii. The date and time of the bid meeting.
 - iii. Indication that other shifts may become available for bid.

3. Schedule Revisions (due to statutory holidays and special programming)

- a) Special programming - revised schedule hours will be offered to the employees already scheduled to work at that facility on that day.
- b) Statutory holidays – holiday hours will be offered in order of seniority. An Aquatic Coordinator or Deck Leader from the facility will be given priority to be scheduled to work that day.

In both cases above, shifts will be offered in order of seniority and should not exceed forty (40) hours in a week or eight (8) hours in a day. Statutory holiday scheduling is given priority over special programming scheduling when both occur on the same day.

4. Schedule and Call-Out Availability

- a) Employees who do not have a scheduled Lifeguard shift must be available for four (4) mandatory availability blocks each week for call-outs and scheduling. Employees scheduled with a Lifeguard shift that is less than eight (8) hours must be available for two (2) mandatory availability blocks each week for call-outs and scheduling. An employee is permitted to commit to more than one (1) mandatory block per day.

Days of the Week	Availability Blocks	
Monday	5:30 a.m. to 3:00 p.m.	3:00 p.m. – 11:30 p.m.
Tuesday	5:30 a.m. to 3:00 p.m.	3:00 p.m. – 11:30 p.m.
Wednesday	5:30 a.m. to 3:00 p.m.	3:00 p.m. – 11:30 p.m.
Thursday	5:30 a.m. to 3:00 p.m.	3:00 p.m. – 11:30 p.m.
Friday	5:30 a.m. to 3:00 p.m.	3:00 p.m. – 11:30 p.m.
Saturday	6:00 a.m. to 4:00 p.m.	1:00 p.m. – 10:30 p.m.
Sunday	6:00 a.m. to 4:00 p.m.	1:00 p.m. – 10:30 p.m.

- b) The number and combination of the above time blocks that are available at the bid meeting will vary based upon operational needs from season to season.

- c) Lifeguards may indicate any additional availability with any combination of days or hours. For on call purposes, Lifeguards may revise their additional availability with 24 hours notice before the additional availability time begins, unless they are already scheduled to work during that time.
- d) Additional availability, in order of seniority will always be given first consideration followed by mandatory availability, in order of seniority. Employees are permitted to submit additional availability during those days/times that they hold mandatory availability blocks.
- e) Lifeguards working in a scheduled shift in another City position which would prevent them from meeting these requirements must inform management immediately.

5. Shift Call-Outs or Shift Coverage for Vacation, Sick Relief and Extra Staffing Requirements

- a) Shifts will be offered as a whole in order of seniority except in the event that a whole shift cannot be covered by one individual, the shift will be divided and offered by seniority.
- b) If a lesson is covered by more than one Lifeguard as relief, priority will be given to the Lifeguard who has covered the lessons more, or if equal, by seniority.
- c) To request time off unexpectedly (due to illness or emergency) from a scheduled shift **or** selected availability time block, Lifeguards must phone within the time periods defined below. If unable to call during the designated time periods due to extenuating circumstances, employees must inform management (or appointed supervisor) immediately or as soon as reasonably possible. Lifeguards should also expect to be called in for work in the time periods shown:

Days of the Week	For Shifts Starting After These Times	Employee Call-In Times	Shift Call-Out Times
Monday to Friday	5:30 a.m.	Prior to 7:00 p.m. night before	7:00 p.m. to 9:00 p.m.
Monday to Friday	2:30 p.m.	Prior to 8:00 a.m. that day	8:00 a.m. to 10:00 a.m.
Saturday & Sunday	6:00 a.m.	Prior to 7:00 p.m. night before	7:00 p.m. to 9:00 p.m.
Saturday & Sunday	1:00 p.m.	Prior to 8:00 a.m. that day	8:00 a.m. to 10:00 a.m.

6. Vacation Entitlement

- a) Requests for general time off or changes to availability will be handled as per Article 16 (Vacation Entitlement) in the Collective Agreement or by written request to management a minimum three weeks prior to the desired time off.
- b) Vacation requests not per Article 16(f) will be restricted to missing a maximum of two lessons during any lesson set.
- c) Should a Lifeguard request holidays which coincide with lessons, the resulting shift allocation will be offered as a whole.

7. Staff Committee

A committee made up of at least one (1) manager, one (1) Human Resources staff member, two (2) Aquatics staff members and one (1) CUPE representative shall be established to provide feedback on employee issues related to the Letter of Understanding. The Committee will meet at minimum two (2) times a year for one hour, if there are agenda items provided one week in advance by any party. Times of the meeting will be arranged to coincide with the committee members' regular working schedules whenever possible. In any case, attendance at committee meetings will not incur overtime or result in payment of overtime to any other employees. Meetings may be unpaid if not within the committee members' regular working schedule.

These are the only variances from the Collective Agreement; all other terms and conditions of the Collective Agreement apply.

Original signed 1998 August 21

Updated and signed 2014 February 17

Renewed for the 2014-2018 Collective Agreement term

B. Lifeguards – Introductory Period Pay Rate

LETTER OF UNDERSTANDING

BETWEEN: CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 900 (The Union)

AND: CITY OF KAMLOOPS (The Employer)

RE: Lifeguards – Introductory Period Pay Rate

The City of Kamloops has the right to contract out work pursuant to Article 1(c) of the Collective Agreement. In exchange for the City of Kamloops not contracting out Lifeguards at this time, the Union agrees, on a without prejudice, without precedent basis, to the following:

1. All current Lifeguards (classified as "Lifeguard I") will be grand-parented and will receive all rights and privileges of the current Collective Agreement as amended from time to time, including all negotiated wage increases, and as modified by terms and conditions set out in this Letter of Understanding.
2. The wage rate will remain at Pay Grade 6 (Outside) for current Lifeguards, unless otherwise negotiated. Article 20 will not apply.
3. All current and new employees hired as a Lifeguard after the date of the signing of this Letter of Understanding will be classified as a "Lifeguard" and will be governed by the Collective Agreement as amended from time to time, and as modified by terms and conditions set out in this Letter of Understanding.
4. Lifeguards and Lifeguard Is will be treated as one classification for the purposes of on-call work and will be called in order of seniority.
5. Lifeguards will be paid at Pay Grade 1 (Outside) for the first 3,120 hours worked ("Introductory Period"). This rate is subject to all negotiated wage increases for that pay grade. Article 20 will not apply.
6. The accumulation of hours worked will not be affected by breaks in employment with the City or with the Aquatics Division.
7. Lifeguards who perform the duties of a higher classification in Aquatics (Deck Leader – Aquatics or Aquatics Coordinator or as an Aquatics Fitness Instructor) shall receive credit towards the Introductory Period for the hours worked in those higher classifications.
8. Lifeguards will not be eligible for shift differential. Article 19(e) will not apply.
9. A Lifeguard will be reclassified as a Lifeguard I after successfully completing the Introductory Period and will then be paid at Pay Grade 6 (Outside) or the current rate specified in Schedule A for a Lifeguard I. Probation and seniority as set out in the Collective Agreement shall not be impacted by the Introductory Period.
10. Current City employees, other than those who perform the duties of a higher classification in Aquatics (Deck-Leader – Aquatics or Aquatics Coordinator or Aquatics Fitness Instructor or as an Aquatics Fitness Instructor), who have previously worked as a Lifeguard I but who no longer hold that classification will not be given credit for any previous hours worked as a Lifeguard I if they choose to bid into a Lifeguard vacancy.

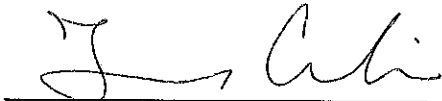
11. External applicants who have previously worked as a Lifeguard I with the City of Kamloops will be given credit for any hours worked as a Lifeguard I after January 1, 2017.
12. The Employer agrees to not exercise its rights under Article 1(c) in regards to Lifeguard work for the duration of the term of the Collective Agreement to commence in January 2019. The Employer reserves the right to contract out as per Article 1(c) at any time after the expiry of that Collective Agreement. The Union will retain all of its rights under Article 1(c) if the Employer chooses to exercise its rights at that time.
13. The parties agree that this Letter of Understanding shall not set a precedent, including, but not limited to, in any other City of Kamloops operations.

Signed this 22 day of January, 2019.

FOR CUPE LOCAL 900

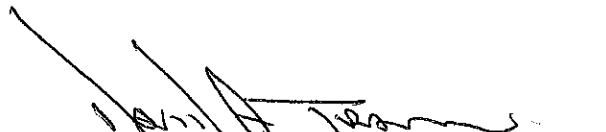


CUPE NAME
1st Vice President



CUPE NAME
Unit Chair

FOR CITY OF KAMLOOPS



David Trawin
Chief Administrative Officer



Byron McCorkell
Community and Protective Services
Director

Mandatory In-service Training Guidelines

The City of Kamloops Aquatics Division conducts mandatory in-service training for Lifeguard staff several times throughout the year. This is an ongoing practice in order to maintain core lifeguard competencies and provide the highest level of service to the community. Mandatory in-service training is outlined further in the Lifesaving Society Canada “Safety Standards – Lifeguard In-Service Training” approved on March 18, 2019. The purpose of these standards is to prevent drownings in aquatic environments and to provide safe workplaces for lifeguard staff.

Attending and participating in in-service training is mandatory for all aquatic staff including Lifeguard, Deck Leader, and Aquatics Coordinator. The table below outlines approximate schedule and core topics.

Date	Time	Location	Core Topics
February	8 hours	Canada Games Pool	CGAC emergency procedures, pivot guard drills, AED, spinal management, NLS sims
May	8 hours	Brock Outdoor Pool	Outdoor operations & emergency procedures, NLS skills, river fitness swim
June (Optional)	4 hours	Riverside Park Beach	Waterfront lifeguard skills, drills and procedures, first aid review, park tour
August	8 hours	Westsyde Pool	Westsyde operations and emergency procedures, teaching skills, AED
November	6 hours	Canada Games Pool	Lifeguard skills, HR & Corporate Policies

The in-service schedules, including dates and times, are released in September for the upcoming year. This is in line with the vacation schedule posting and approval process in the Collective Agreement so that staff can plan their vacation around in-service training dates. The in-service schedules are also provided to new staff upon hiring and are listed in the Shift Bid Package for each season.

In-service training is often scheduled on weekends and professional development days (pro-d days) to accommodate various schedules.

In-service schedules and topics are designed to maintain compliance with Lifesaving Society Safety Standards:

- CPR skill training, *every 6 months*.
- Physical performance test, *annually*.

- Facility specific training including safety, supervision, procedures, and hazards (chemical & biological), *annually*.
- Lifeguards with less experience should receive training at a higher frequency.

Employees must attend all in-service training and sign in at the sessions for record keeping purposes. This documentation must be kept for at least seven years.

Lifeguard staff who fail to attend in-service training will be suspended without pay from work immediately and an investigation will be conducted. Unexcused absences may lead to termination of employment. Excused absences, covered by B.C. Employment Standards Act and the Collective Agreement, will require supporting documentation. It is recommended that you speak to the Aquatics Programs Supervisor for clarification if required.

Staff with an excused absence are still required to complete in-service topics related to compliance before they can return to work. This “make-up” training will be scheduled around operational availability and timelines.

Any questions regarding this policy must be directed towards the Aquatics Program Supervisor.