



Lead Instructor, Aquatic Services

\$26.89 - \$33.14 per hour
Casual

This position has been deemed safety-sensitive by the employer and as such is subject to reasonable cause and post-incident drug and alcohol testing

Come Work with us!

At the City of Leduc, our mission is People. Building. Community. We offer a collaborative and dynamic workplace where our values of Teamwork, Service, Respect and Leadership guide our conduct and contribute to a healthy culture. We strive to offer the best aquatic experience, including the best lessons, safest swims, and cleanest facilities. If you would like to work as part of a progressive organization and enjoy a fast-paced environment, then this may be the opportunity for you.

About the Opportunity:

We are currently recruiting for a **casual Lead Instructor** at our Leduc Recreation Centre.

The Aquatic Services team is looking for an individual with a passion for water safety education as well as innovative mentorship and aquatic program ideas. The successful candidate will be a key player in helping the Aquatic Services Program Team offer the best aquatic experience. As part of the Team, the Lead Instructor is responsible for ensuring daily programs are delivered at the highest level of quality through training and mentoring aquatic program staff. As well as responsible for coordinating front-line program administration, and delivering superior customer service. This position reports to as well as supports the Aquatic Programs Coordinator.

What will you do?

- supporting instructors in the water and on the pool deck
- directing setup, takedown and pool configuration
- ensuring instructor administration is timely, accurate, and organized
- reviewing outgoing materials
- coordinating cancellations, withdrawals, transfers and problem-solving registration issues with Guest Services
- serving as the first point of contact for patrons on the pool deck
- leading new instructor orientations, completing new hire checklists, providing ongoing mentorship and training
- conducting instructor evaluations each session
- completing sessional administrative tasks, records management, and inventories
- assist with promotional activities and events
- alter shifts or call-in staff, as required
- perform other related duties and responsibilities, as required



What do you need to succeed?

- A positive and energetic personality who is hard working and team-oriented
- Ability to thrive in a fast-paced environment by multi-tasking and efficiently prioritizing workload
- A passion for working with kids and helping our patrons live a healthy lifestyle
- Ability to work both independently and collaboratively within a team
- Excellent verbal and written communication skills
- Excellent organizational and time management skills
- Ability to thrive in a fast-paced environment by multi-tasking and efficiently prioritizing
- Grade 12 diploma and the necessary experience, knowledge and skills through a combination of formal education and field experience

Certifications:

- Lifesaving Society Swim instructor
- National Lifeguard
- Intermediate First Aid
- Red Cross Water Safety Instructor Trainer OR Red Cross Assistant Lifeguard Instructor and/or Red Cross Lifeguard Instructor would be considered

Hours of Work:

- Aquatic Program Hour times which vary based on operational needs
- Must be flexible to attend training sessions outside of typical work week hours, as required

Perks:

- An additional \$1.00/hr. shift premium for hours worked before 7:00 a.m. and after 6:00 p.m. daily
- Annual deck footwear allowance
- Free annual LRC membership
- Paid Training and Recertification (Time and Course Fees)

Conditions of Employment:

- Candidates 18 years of age must provide a current Criminal Record Check, including Vulnerable Sector Check is required prior to start of employment, completed at employee's expense.
- Submission of proof of all certifications and Lifesaving Society Member ID#.

Join our Team!

Come and be a part of an energetic team where we work together to have fun and provide the best aquatic experience for our patrons. If you are a positive, customer-focused individual, we would love to hear from you!

To apply, please visit our website at www.leduc.ca/careers



Competition closes at 11:59pm (MT) on **September 9, 2024**. This competition may be used to fill future vacancies at the same or lower classification level. Due to the high volume of resumes received, we are not able to respond to individual phone calls. We thank all applicants for their interest; however, only those selected for interviews will be selected.