

Training and Program Development Coordinator - Aquatics (Permanent, Full-time) - 1542

Close Date: March 2, 2025

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 passionate about water safety and making a positive impact on your community? As a Training and Program Development Coordinator, you'll have the chance to lead the development of aquatics staff, water safety, and lifesaving programs for people of all ages and abilities. You'll work with schools and community organizations to expand access to these important skills, both in pools and classrooms. In this role, you'll help train the next generation of lifeguards and swim instructors, ensuring community safety. You'll also provide leadership and supervision to lifeguards and deck leaders, coaching them to perform at their best. While the job involves year-round work and some pressure, the rewards are huge, as you'll directly improve public safety and education.

You'll also be part of a dedicated team that ensures clean and safe aquatic facilities. If you're looking for a meaningful, hands-on role that combines leadership, education, and community impact, this is the perfect opportunity.

Across the City, we are focused on creating the highest levels of service excellence, based on an organization-wide community culture that celebrates our employees and helps them reach their goals.

Living in Kamloops

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.

We have world class, hiking and biking trails, ski resorts, green spaces, and facilities to fit whatever your passions are! We are nestled in the interior of British Columbia a few hours away from the Okanagan lakes and the Vancouver coastline. This is Kamloops!

Our ideal candidate will possess the following qualifications:

1. Completion of a post-secondary degree in Education, Recreation Management, or equivalent.
2. Valid Lifesaving Society Swim Instructor certificate.
3. Valid Lifesaving Society Instructor's certificate.
4. Valid National Lifeguard Award (Pool Option).
5. Valid Occupational First Aid Level I certificate.
6. Valid Pool Operator Level I certificate.
7. Minimum three years' (equivalent to 6,000 hours) previous experience as a Lifeguard I, Deck Leader, or equivalent.
8. Minimum one-year previous supervisory experience that includes mentoring and training others while improving staff performance.

9. Minimum one-year previous experience in recreation focused project management and developing programs aimed at improving aquatic activities.
10. Must have at least one of the following valid certificates:
 - a. National Lifeguard Service Instructor
 - b. Lifesaving Society Instructor Trainer
 - c. Lifesaving Society Swim for Life Instructor Trainer
 - d. First Aid Instructor and AED Instructor

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. This is a CUPE local 900 position.

Hourly Rate

\$40.316

Hours & Days of Work

Sunday to Thursday

8:30am - 4:30pm

Hours per Week

40

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.

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.