

Job opportunity

The Corporation of the Town of Orangeville invites applications for the position of

Aquatic Lead

Community Services department

(full-time position, 35 hours per week)

Located on the north-west edge of the Greater Toronto Area, less than one hour's drive from Toronto and just moments away from the natural beauty of the Niagara Escarpment, the Town of Orangeville (Town) offers an excellent combination of location, small-town charm and urban amenities. Situated in the picturesque natural setting of the Hills of Headwaters, Orangeville is home to over 30,000 residents and is the largest urban community and regional service centre within Dufferin County.

Orangeville is a great place to raise a family, with an excellent quality of life and a strong sense of community. The Town is committed to a values-based, thriving and collaborative work environment that supports our employees' success. Our values of respect, integrity, team and excellence (RITE) aren't just words, they're what we live by every day. They guide how we work together, do what is "RITE", make decisions and support each other. These values form the foundation of our workplace culture, helping us grow stronger as a team and better serve our community. Our employees are passionate about delivering high-quality programs and services to our residents and are proud to contribute to making Orangeville one of the exceptional places to live in Canada.

Position description

The Town's Community Services Department is seeking a qualified individual for the position of Aquatic Lead. Aquatic Lead will act as a lead staff on duty overseeing the daily functioning of swimming lessons and guarding of aquatics programs. This position will perform lifeguard duties and ensure a safe aquatic environment for participants through safe guarding practices, accident prevention, rescue skills, public education of pool rules and customer service. The successful applicant will be scheduled to work varying shifts including early mornings, days, evenings, holidays, and weekends including an adjusted work week of Sunday to Thursday or Tuesday to Saturday based on business needs and as scheduled by the supervisor

Job duties

- Acting as the head instructor/lifeguard during instructional swimming lessons, recreation, registered, drop-in programs and facility rentals and ensuring appropriate staffing levels and guarding rotations and delivery of quality customer service to families during lesson times.

- Ensuring quality program delivery through on-deck coaching and support to swimming instructors during lessons blocks; completing lesson worksheets and report cards are being completed by instructors.
- Assisting with the planning and implementation special activities and events.
- Providing feedback and recommendations to Supervisor, Recreation and Aquatics and Recreation Programmer, Aquatics on an ongoing basis related to all aquatics programs.
- Responding to emergencies and directing staff to ensure the safety of all participants and staff and provide first aid when required.
- Instructing aquafit classes and swimming lessons and leadership courses to all ages; ensuring that lessons are taught according to approved standards, policies and procedures and participants are developing skills based on program standards.
- Performing lifeguard duties in accordance with legislation, policies, standards and procedures. Must be always alert and be prepared for emergencies. Enforcing pool facility rules, policies, procedures, and regulations in a fair and consistent manner to all members of the public.
- Recording opening and closing of pool facilities, including safety equipment and pool chemistry checks as required by public health.
- Assisting in the planning and implementation of staff training including facilitating activities and presentations; ensuring compliance with Ontario Health Regulations and all relevant legislation, policies and procedures.
- Other duties as assigned.

Qualifications

- Ontario Secondary School Diploma or Ontario High School Equivalency Certificate
- Current Lifesaving Society National Lifeguard (Pool option)
- Current Lifesaving Swim Instructors
- Current Lifesaving Instructors
- Current Emergency First Aid Instructors
- Current Lifesaving Bronze Examiner
- Current Aquatic Supervisor certification
- Current Standard First Aid / CPR C or equivalent, from an accredited organization
- Minimum one (1) year experience as a Swim Instructor and Lifeguard, Deck Supervisor or equivalent, teaching Bronze Level Courses and aquafit.
- Excellent listening and communication skills with the ability to be able to communicate in a clear and concise manner.

Salary Range: \$58,863.17 to \$68,861.52, band 6 on the Town's 2026 Pay Grid, plus a comprehensive benefits package

Please note:

- In-water assessments may be a requirement for this position.
- Successful candidates will be required to complete a background check, including a vulnerable sector check, as permitted under Ontario's Police Record Checks Reform Act, and in accordance with the duties of the position.

Qualified candidates are invited to apply no later than 4 p.m. on **March 17, 2026**. Applications may be submitted online, at orangeville.ca/jobs or in person at Town Hall on 87 Broadway, addressed to Human Resources. Please do not email your application. Please note that only those who are selected for an interview will be contacted by Human Resources.

To select the best candidates to serve the Town of Orangeville and its people, several screening tools, including police record checks, may be required as part of the hiring process for certain employment or volunteer positions. When requested, applicants are required to provide a police record check as a condition of their offer of employment. Police record checks must be dated within three (3) months of the employment offer to be considered valid. The specific type of police record check required will be indicated in the job posting qualifications.

The Town of Orangeville is an equal opportunity employer. Accommodations are available for all parts of the recruitment process, and applicants are asked to make their needs known in advance. By submitting your personal information to the Town of Orangeville, you consent to the collection, use and disclosure of that information in connection with our recruitment, hiring and/or employment processes. Personal information on this form is collected under the authority of the Municipal Act, 2001, S.O. 2001, c.25, as amended, and will be used to determine the qualifications for employment with the Town of Orangeville. Questions about this collection should be directed to the manager, Human Resources at 87 Broadway, Orangeville, Ontario L9W 1K1.

The Town recruitment software has applicant tracking capabilities, including the use of artificial intelligence (AI) to assess applications.

Questions about this posting?

Human Resources, Town of Orangeville
Email: hr@orangeville.ca
Phone: 519-941-0440 ext. 7304