



## Aquatics Lifeguard/Instructor

### The Opportunity

The Town of Grimsby is committed to building a future that welcomes innovative new ideas while protecting and preserving its distinct heritage. It is a place where leaders are committed to sustainability and honouring Grimsby's treasured natural setting. Grimsby has become a sought-after community where residents enjoy waterfront living, historic neighbourhoods, active living, and world class natural amenities. It is conveniently located in the Greater Toronto and Hamilton Area (GTHA) in a region that is home to Niagara wineries, agriculture, cuisine, and internationally recognized attractions.

### The Portfolio

Reporting to the Recreation Supervisor, Community Development and the Aquatics Supervisor, the Instructor/Lifeguard is responsible for the supervision and control of activities, safety standards, providing high quality customer service and cleanliness of the aquatic facility. The Lifeguard / Swim Instructor is responsible for supervision of the guests in the pool area while on shift and expected to exercise mature judgement in carrying out lifeguarding and swim instructing duties. They will teach a wide variety of swim programs and perform rescues and first aid as required.

### The Candidate

As a candidate for this position, you are currently enrolled in secondary school and have Standard First Aid and CPR-C certification, National Lifeguard Service Award, Canadian Red Cross Swim Instructor Award, and High Five Principles of Healthy Child Development training. You have one (1) year of recent related experience to the duties of the position, as well as a demonstrated ability to identify and prevent hazards, implement solutions, and maintain a safe working environment. You possess excellent communication skills, exceptional customer service skills, and the ability to communicate courteously and cooperatively with other staff and the public.

### Working for the Town of Grimsby

This is a seasonal position working up to 40 hours per week. The Town of Grimsby offers candidates for this position an hourly wage of **\$19.16 per hour** (2025 rate).

The Town supports the health and wellness of our employees; a commitment that is demonstrated through free access to Town recreation facilities for employees and flexible working arrangements.

### How to Apply

If you are excited by this opportunity, we are excited to hear from you!  
We invite you to submit your application to [hr@grimsby.ca](mailto:hr@grimsby.ca) by **February 7, 2025 at 4:30 PM**.  
Please quote the posting number in the subject line. A full job description can be found below.

**Posting #: 05-2025**

*We thank all applicants for their interest, however only those selected for an interview will be contacted.*

*The Town of Grimsby is an equal opportunity employer committed to an inclusive, barrier-free recruitment and selection processes, and work environment. We will accommodate the needs of applicants under the Human Rights Code and Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment process. Please contact the Office of Human Resources, [hr@grimsby.ca](mailto:hr@grimsby.ca) if you need assistance.*

*Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of candidate selection.*



## **JOB POSTING**

# **Aquatics Lifeguard/Instructor**

Community Services Department

### **Duties and Responsibilities:**

#### **1. Aquatic Instruction (40%)**

- 1.1 Instruct aquatic classes ensuring progressive swimming instruction.
- 1.2 Ensure a positive, age appropriate learning environment for all swimming classes, incorporating principles of safety awareness, healthy child development and inclusion
- 1.3 Supervise participants and maintain complete vigilance to minimize risks, and be ready to respond at all times

#### **2. Lifeguarding (40%)**

- 2.1 Ensure participants meet the minimum requirements of the Aquatic Admission Standards during all swims.
- 2.2 Prevent any foreseeable accidents from occurring by continuously scanning and evaluating the pool environment and maintaining ongoing communication with all staff.
- 2.3 Be prepared for and respond to any needs for rescue, first aid requirements or patron concerns using the procedures and policies set out in required certifications and internal training.

#### **3. Administration and Customer Service (20%)**

- 3.1 Complete report cards and communicate with participants and their parents/guardians regarding skill progression, lesson opportunities and accident prevention.
- 3.2 Complete administrative duties such as attendance, incident reports, and cleaning logs.
- 3.3 Complete registration, sales, child management and/or first aid while not instructing or guarding on deck.
- 3.4 Support pool operational needs, including change room checks, pool tests, equipment storage and ensuring overall cleanliness of the facility.
- 3.5 Provide a high degree of customer service to all patrons.

#### **4. Other**

- 4.1 Works in a safe manner in accordance with the Occupational Health and Safety Act, associated regulations, other applicable legislation, Town by-laws, policies, procedures, and guidelines.
- 4.2 Other related duties, as assigned.

**The successful candidate will possess the following:**

## **Education**

- Enrolled in secondary school

## **License, Registration and Training**

- Standard First Aid and CPR-C Certification.
- National Lifeguard Service Award.
- Canadian Red Cross - Swim Instructor Award.
- High Five Principles of Healthy Child Development.
- Police Vulnerable Sector Check (Level 3) to the satisfaction of the Town.

## **Experience**

- One (1) year of recent related experience.

## **Knowledge/Skills/Abilities**

- Able to operate a cash register, computer, calculator, telephone system and other related office equipment.
- Demonstrated ability to identify and prevent hazards, implement solutions, maintain safe environments.
- Excellent communications skills with the ability to speak clearly and concisely.
- Exceptional customer service skills.
- Communicate courteously and cooperatively with other staff and the general public, on the telephone or in person.
- Establish and maintain effective working relationships with supervisor, other staff members, program participants and the general public.
- Good judgment and decision-making skills.
- Work in a group or individual situation, with minimum supervision.

A combination of education, training, and experience may be considered.