

LIFEGUARD 2 (PART-TIME) MUNICIPAL DISTRICT OF GREENVIEW

DEPARTMENT: Recreation Services

LOCATION: Grande Cache, AB

STATUS: Accepting applications until a suitable candidate is found

Located in Northwest Alberta, the Municipal District of Greenview is a vast and diverse area rich in oil and gas, fertile farmland, tourist destinations, and mixed wood forests. As the third-largest rural municipality in Alberta, Greenview boasts diversity in economic activities and an extraordinary landscape. Greenview's economy is strengthened by its diversity, a talented workforce, and an entrepreneurial spirit that is second to none. Our residents experience adventure right in their backyards with lakes, rivers, Rocky Mountain peaks, and vast prairie offering a year-round outdoor playground for all ages.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Reporting to the Aquatic Supervisor, the primary role encompasses working with the public through supervision of the Aquatic Centre and ensuring that the aquatic areas are kept in a sanitary manner. Lifeguard 2 is responsible for the direct supervision and safety of patrons and aquatic staff in accordance with Greenview's policy and procedures.

- Supervise patrons in the pool and on the pool deck in accordance with legislative and policy requirements.
- Instruction of lessons, programs, and courses.
- Ensure that the pool is always operated in a safe manner.
- Report maintenance deficiencies immediately to Aquatic Supervisor or the Recreation Coordinator.
- Perform daily and weekly safety checks.
- Assist in planning and delivering events and programs for the pool as directed by the Aquatic Supervisor.
- Ensure that the pool, pool deck, aquatic office, aquatic storage rooms, maintenance areas and aquatic change rooms are maintained in a clean and sanitary manner.
- Perform operational duties such as water testing, water balancing, and backwashing and strainer basket cleaning.
- Assist in maintaining accurate and up-to-date records on facility activities including stats, cleaning checklists, walk throughs, and aquatic maintenance records.
- Ensure incidents and first aid reports are completed with detail.
- Remain up to date on aquatic programs, schedules, and events.
- Attend staff meetings as required.
- Participate in internal and external education and training opportunities as required.
- Facility opening and closing procedures.



- Prepare report cards and program documentation.
- Inspire and energize others to work together by providing leadership, support, and feedback.
- Assist in training of Lifeguard I's.
- Assist other recreation department teams as required.
- Perform other duties as assigned by Aquatic Supervisor and/or Recreation Services Manager.

QUALIFICATIONS / EDUCATION / EXPERIENCE:

- To perform this job successfully, the individual must be able to perform the duties listed above to a high degree of quality, timeliness, and precision.
- A minimum of one year of lifeguarding experience.
- Must pass a pre-employment criminal record check and Vulnerable Sector Check.
- Valid certification for National Lifeguard Award, Lifesaving Instructor, Standard First Aid (AEC), CPR-C with AED.
- Ability to supervise patrons in the Aquatic Centre in accordance with legislation and policy.
- Ability to respond to inquiries from the public.
- Commitment to provide excellence in service, driven by sincere desire to meet and exceed community expectations.
- Willingness to work evenings, weekends, holidays, and shift work as required.

SKILLS REQUIRED:

- Value safe work culture.
- Able to communicate clearly, concisely, and effectively.
- Ability to provide superior customer service to all patrons.
- Team oriented with the ability to work independently.
- Creativity and innovation in program design and delivery.
- Well informed on Lifesaving standards.
- Remain up to date on aquatic programs, schedules, and events.
- Ability to work with all ages.
- Positive interpersonal skills.
- Possess the ability to continuously maintain swimming standards, physical fitness and perform emergency rescue and lifesaving procedures.

WORKING CONDITIONS AND PHYSICAL ENVIRONMENT:

- Occasional light lifting.
- Extensive use of the computer and telephone.
- Long periods of sitting required.
- Normal working day consists of 7.5 hours, with occasional overtime required. This position requires evening and weekend scheduled shifts.



HEALTH & SAFETY:

- **All personnel working at the Municipal District of Greenview are governed by the Municipal District Health & Safety Policy.**
- Ensures all operations are conducted in a safe manner and in accordance with the Municipal District policies and Occupational Health & Safety Regulations.
- Ensure proper ergonomic requirements are met and good ergonomic procedures are practiced.

HOW TO APPLY:

Interested candidates may submit cover letter (stating the position you are applying for) in one of the following ways:

E-mail: careers@mdgreenview.ab.ca (please quote the position in the subject line)

Mail or Drop Off: Municipal District of Greenview No. 16
4806 – 36 Ave., Box 1079
Valleyview, Alberta T0H3N0

While we truly appreciate all applications, only those selected for an interview will be contacted.

