



# CENTRAL COAST REGIONAL DISTRICT CENTENNIAL SWIMMING POOL, HAGENSBORG, B.C. JOB DESCRIPTION FOR JUNIOR AQUATIC LEADER

**Hours of Work:** Part time to full time, shift work required (pool hours of operation 8:00 AM to 9:00 PM) seven days per week, mid May to mid September (no overtime will be scheduled).

**Rate of Pay:** According to Pay Scale Policy A-12(b)

**General Statement of Duties** Answering to the Pool Manager, and to the Centennial Pool Commission, the Junior Aquatic Leader, while on duty, is responsible for the conduct and safety of all persons in or near the pool.

## Duties and Expectations

Include, but may not be limited to:

### 1. General

- Protect and safeguard the life and safety of swimmers and fellow staff members, and protect pool property, equipment and facilities;
- Report to the Pool Manager any feedback/comments/complaints received from the public at large regarding pool programs, scheduling, and pool operations in general;
- Prevent accidents, and should an accident occur, provide immediate emergency care and assistance;
- Ensure that all pool users adhere to all pool health and safety standards;
- Perform general pool and facilities maintenance tasks as assigned, including but not limited to pool water chemistry tests, pool vacuuming, and facilities clean-up;
- Assist Pool Manager as required to receive passes, registrations and bookings, along with applicable fees, recording such, and issuing official receipts for all registrations and bookings;
- Assist Pool Manager as required and assigned, with Public Swim admissions, taking in admission fees, recording attendance on daily attendance sheets;
- \*Assist Pool Manager as required and assigned, to reconcile daily cash, submitting accurate daily monies and applicable records to Pool Commission designate in a timely fashion;
- Assist Pool Manager and Head Guard in the planning and supervision of water recreation activities, games and special events.
- Perform duties as assigned..

### Parameters of Position:

- Employee is expected to report to work as per posted schedule; employee is expected to arrange for another equally qualified employee to cover any expected absence from scheduled work - with the prior approval of the Pool Manager.

### Qualifications: Include but may not be limited to:

- 13 years of age (minimum).
- Holds Bronze Medallion certification

The positions of Junior Aquatic Leader require individuals who have initiative and desire to undertake additional training in emergency care, pool maintenance, life guarding and swimming instructor if required or offered by the Commission.