



**REGIONAL DISTRICT OF CENTRAL KOOTENAY**  
**Creston & District Community Complex**

**JOB DESCRIPTION**

**TITLE: LIFEGUARD**

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**LOCATION:** Creston & District Community Complex (CDCC)

**TITLE OF IMMEDIATE SUPERVISOR:** Head Lifeguard

**DEPARTMENT:** Community Services – Recreation

**HOURLY WAGE:** \$16.59 per hour

**SUMMARY OF POSITION:**

Under the direction of the Aquatic Programmer and/or designate, the Lifeguard provides supervision and performs lifeguarding duties to ensure patron safety. The Lifeguard provides supervision of the entire aquatic area (pools, deck, change rooms, steam room, viewing area, etc.). Lifeguards will be positive and responsive when dealing with the public and user groups and perform as a professional and dedicated team player in providing the best aquatic recreational service to the community. Lifeguards will perform a variety of custodial and facility maintenance tasks and have a basic knowledge of pool chemistry and operating procedures. Shift work and flexible work hours will be required to effectively perform the duties of this position.

**TASK DESCRIPTION**

As a member of the Lifeguard team, responsibilities include, but not limited to:

- Lifeguarding and related duties
- Custodial, operational, and maintenance tasks
- Administrative duties (including but not limited to: taking cash, completing reports and records regarding facility operations, water chemistry, safety, etc.)
- Promotion and education of aquatic safety
- Assist the public with any enquiries and/or complaints in a diplomatic, courteous and tactful manner, forwarding items that can not be resolved to the supervisor
- Ensure that patrons act in compliance to all rules and regulations governing the operations of the aquatic area
- Report all safety hazards, mechanical problems, etc., promptly to the supervisor
- Attend and perform all skills related to each scheduled Inservice Training session
- Be prepared to take command in an emergency situation
- Maintain a level of physical fitness, stamina and knowledge required to perform all lifeguarding duties
- Perform as a professional and dedicated team player in providing the best aquatic recreational service to the community
- Follow CDCC policies and procedures and expectations for staff conduct while presenting a professional image of the Creston & District Community Complex
- Perform other duties as assigned

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

- Knowledgeable about WorkSafeBC and B.C. Health Act regulations
- Knowledge and/or experience in lifeguarding and first aid skills
- Knowledge and/or experience in pool administration including organization skills and legible writing
- Proven ability to demonstrates initiative, sound judgment, positive attitude, and responsiveness when dealing with the public, user groups, and staff
- Project a professional appearance
- Ability to maintain confidentiality

**REQUIRED QUALIFICATIONS:**

- Lifesaving Society National Lifeguard Certification
- Standard First Aid (or equivalent)
- CPR “C”
- Grade 12 Diploma, GED or currently enrolled in high school
- Minimum 16 years of age
- Satisfactory Criminal Records Check

**PREFERRED QUALIFICATIONS:**

The ideal candidate will also possess the following knowledge, skills and abilities which have been gained through a combination of education and practical experience:

- WHMIS and/or TDG
- Water Safety Instructor (WSI)
- Certified Aquatic Fitness Instructor
- Previous Lifeguarding/Instructional experience

**ACKNOWLEDGEMENT**

I have read and discussed the expectations for this position. The associated tasks have been explained to me by my direct supervisor and I am prepared to accept these responsibilities.

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Employee Name

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employer Representative Name

\_\_\_\_\_  
Employer Representative Signature

\_\_\_\_\_  
Date