



POSITION VACANCY

Call Number:	2021 - 65
Position:	Aquatic Supervisor
Type of Vacancy:	Permanent
Work Schedule (hours & days):	40 hour work week Includes evenings and weekends
2021 Salary Range:	\$72,458 to \$90,573
Date Posted:	November 25, 2021
Closing Date:	December 10, 2021 at 4:30 p.m.

Full details on this position is attached. To apply, please submit your cover letter and resume at www.niagarafalls.ca (**Careers and Employment**). Applications must be submitted online and will be accepted until 4:30 p.m. on **Friday, December 10, 2021**.

To help reduce the risk of COVID-19 transmission, the City of Niagara Falls implemented a Vaccination policy whereby all new hires as a condition of being hired are to provide proof of full vaccination, or provide proof of a bona fide medical or Human Rights Code exemption on a form issued from and approved by the City of Niagara Falls.

The City of Niagara Falls is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. Upon request, the City will accommodate the accessibility needs of applicants under the Ontario Human Rights Code and *Accessibility for Ontarians with Disabilities Act (AODA)* throughout all stages of the recruitment, selection, and interview process. Personal information is collected under the authority of *The Municipal Act* and will only be used to determine suitability for this position. We thank all applicants for their interest, but only those advancing through the selection process will be contacted.

Human Resources

Attachment

CITY OF NIAGARA FALLS

POSITION DESCRIPTION Recreation and Culture

This description reflects the general details considered necessary to describe the principle functions of the position identified, and shall not be construed as a detailed description of all the work requirements that may be inherent in such classification.

POSITION TITLE: Aquatic Supervisor

POSITION SUMMARY: Responsible for ensuring excellence through leadership and administration of aquatic related programs and services. This includes the planning and delivery of aquatic programs to a wide variety of users at both the MacBain Community Centre (indoor) and five seasonal (outdoor) pools.

RESPONSIBLE TO: Manager of Coronation Centre and Aquatics

SUPERVISES: Aquatic Staff: Lifeguards, Instructors and summer aquatic staff

RESPONSIBLE FOR:

1. Develops and schedules aquatic community programming for the pools to include, classes, swim lessons, lap swimming, open public swim, swim team, parent/tot programs, pool rental management and other aquatic programs as developed and assigned.
2. Supervise, coach and evaluate all staff and volunteers responsible for carrying out aquatic programs. Ensures high program standards are followed; provides regular in-service training to staff as needed.
3. Network with regional aquatic centre staff and professional organizations like Ontario Lifesaving Society/Red Cross, and/or Parks and Recreation Ontario regarding trends in aquatics, best practices, opportunities and challenges.
4. Perform administration tasks to support the program delivery (i.e, staff schedules and timesheets, pool logs and incident reports).
5. Ensure inventories of aquatic supplies and inventory are maintained as well as first aid and rescue equipment is in good working order.
6. Evaluate current programs and services, explore new trends for the growth and development of aquatics programs for the community
7. Assist with the pool and related facility maintenance tasks.

POSITION REQUIREMENTS:

Minimum College Diploma in Recreation & Leisure Studies or related field.

Two (2) years aquatic/programming and supervisory experience.

Hold a current National Lifeguard Award, Standard First Aid and CPR C, Lifesaving Society Swim and Life Saving Society Instructor's Award, Airway Management, LSS Examiner Status, Aquatic Supervisor Training. Advanced Leadership, NL Instructors, SFA/CPR C Instructors, LSS and Red Cross Instructor Trainer.

Certified Pool Operator Certifications are an asset.

Valid Class G Driver's License

Strong communication, interpersonal and organizational skills.

Revised: November 22, 2021