

# Woolwich Township Job Posting



**Date:** August 17, 2021  
**Position:** Assistant Instructor  
**Department:** Recreation and Community Services  
**Wage Rate:** \$13.40 – 14.25 per hour

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The Township of Woolwich is surrounded by the Cities of Waterloo, Kitchener and Cambridge, and the Townships of Wellesley and Mapleton. Woolwich is not only known for its farms and farm markets, but also for its industry, trails and providing a rural lifestyle with all the conveniences of the city. Woolwich is comprised of an extensive rural area along with residential communities and industrial/commercial areas.

## **Purpose of position and profile:**

Recreation & Community Services is seeking Part Time Assistant Instructors to support the safe and effective delivery of aquatic programs, including Lifesaving Society and Township of Woolwich aquatic programs and camp swims. This position will assist in enforcing safety rules and supervising swimmers.

## **Responsibilities:**

- Assist Swim Instructors in providing high quality safe instruction during lessons, including but not limited to:
  - Assisting with supervision of swimmers
  - Demonstrating swimming skills
  - Providing one to one support to swimmers
  - Providing feedback and encouragement to swimmers
  - Responding in case of emergency or injury
- Respond in case of injury or emergency, executing proper rescue techniques and provide first aid care within the scope of training and certifications, accurately using effective judgement skills, and completing relating incident reports
- Provide excellent customer service when interacting with swimmers and parents.
- Maintain the pool deck, changerooms and washrooms in a safe and orderly manner, including but not limited to, cleaning and disinfecting
- Assist with enforcing pool rules and accident prevention
- Work as part of a larger aquatic team under the supervision of Instructors and Deck Supervisors
- Attend all staff trainings as required
- At all times, demonstrate the knowledge, skills, fitness, and judgement required to perform at or above the National Lifeguard Standard
- Other duties as required

## **Education, Experience and Work Requirements:**

- Current Bronze Cross
- Current Lifesaving Society Assistant Swim Instructor
- Current Standard First Aid & CPR-C
- The ability to react calmly and effectively in emergency and stressful situations
- Skilled in lifeguarding surveillance and rescue techniques

**Required Skills and Knowledge:**

- Enthusiastic about working with children and youth
- Experience working with children aged 4-12 years considered an asset
- Comfortable interacting with adults
- Team player with strong communication, presentation, and problem-solving skills
- Communicate effectively both written and verbally
- Ability to work both independently and in a team environment
- Physical strength, stamina, and coordination to carry out the duties of the position

**Working conditions:**

While performing the duties of this job, the employee occasionally works near moving mechanical parts, pool mechanical systems. The employee occasionally is exposed to wet and dry conditions, fumes, toxic or caustic chemicals. The noise level in the work environment is moderately loud when in the pool areas. May require frequent lifting and/or moving up to 50 pounds.

Interested applicants are invited to submit their resume via email to [hr@woolwich.ca](mailto:hr@woolwich.ca). **Please quote job posting 2021-33.**

Resumes received after submission deadlines will be retained on file for six months and will be reviewed on an as-needed basis. We thank all applicants - only those selected for an interview will be contacted.

Information collected will be used in accordance with Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection. The Township of Woolwich is committed to diversity and inclusion and offers an accessible workplace. We are an equal opportunity employer and are committed to meeting the needs of applicants during all phases of the hiring process. This document is available in alternate formats, or with accessible communication supports, upon request.