



## **Aquatics Leadership Course Conductor**

The Town of BWG is now accepting Aquatic Leadership Course Conductor applications for courses beginning Winter 2022. The position is responsible for the delivery of aquatic leadership courses on a contract basis. All courses will be taught according to the standards and guidelines set by the governing body of each qualification.

Candidates will be required to plan and conduct aquatic leadership and certification courses for eligible participants, both in water and in class by creating lesson plans to facilitate progressive learning while ensuring all content is sufficiently covered. Monitor progress and evaluate participants according to certification standards and report back to individual candidates on completion status. Prepare associated paperwork to send to certifying organization to support end results. Responds to inquiries from and liaises with general public, program participants, and/or aquatic staff regarding class content, prerequisites, and other related matters. Responsible for class safety through proper risk management techniques, thorough instruction, and safe, effective use of equipment. Reports all concerns, accidents and incidents to immediate supervisor and take appropriate action. Researches and maintains up to date knowledge on current trends and issues related to water safety and emergency response. Demonstrates maturity, tact, discretion and has a co-operative attitude. Notify the full-time team of any concerns regarding participants in their class including candidate progress, behavioral problems, attendance issues or other circumstances that arise.

### **QUALIFICATIONS**

- Current qualification(s) to teach/examine the course(s) contracted to teach.
- Current Standard First Aid with CPR-C (dated within 2 years) from a WSIB approved agency.
- Demonstrated experience teaching in an aquatic environment. Experience working with youth is preferred.
- Good interpersonal, organizational, public relations, program design/delivery and coaching skills applied to a group setting. Must be organized, reliable, responsible, and punctual.
- Ability to deal courteously and effectively with program participants, the general public, and staff.
- Candidates must be able to promote a culture of inclusiveness and work with a diverse population of employees, participants, agencies and the public.
- Available to work evenings and weekends during the course of contract. Attend all mandatory training's and meetings

Possess and maintain current the following Advanced Leadership Qualifications (as per the course contracted):

- National Lifeguard Instructor/Examiner
- Lifesaving Society Swim Instructor Trainer
- Lifesaving Society Instructor Trainer
- Standard First Aid Instructor/Examiner
- National Lifeguard Certification (NL)
- Examiner Mentor status an asset
- Preference will be given to those with additional aquatic qualifications

Candidates must be able to provide a satisfactory Vulnerable Sector Screening along with proof confirming receipt of the full series of a Covid-19 vaccine as a condition of hire in accordance with the Town's mandatory vaccination policy.

The hourly rate is determined by the required qualifications and is dependent on the course assigned. Instructors will be informed of the rates for each course when course availability is released. The hourly rate ranges from \$25.30-\$29.80.

To explore this challenging opportunity further, we invite qualified applicants to forward their resume letter in confidence, quoting file number **2021-AL10** by **November 5, 2021** to:

Town of Bradford West Gwillimbury, Human Resources Department  
125 Simcoe Road, PO Box 251, Bradford, Ontario L3Z 2A8  
Fax: 905 775-8633 or email [hr@townofbwg.com](mailto:hr@townofbwg.com)  
[www.townofbwg.com](http://www.townofbwg.com)

***We thank all applicants for their interest. However, only those being considered for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act, and will only be used for candidate selection.***

***The Town of Bradford West Gwillimbury is committed to equity in employment. As an equal opportunity employer, we are committed to establishing a qualified workforce that is reflective of the diverse population we serve. We encourage applications from Indigenous peoples, racialized people, persons with disabilities, and those who identify as LGBTQ2S+.***

***The Town of Bradford West Gwillimbury is committed to providing accommodations based on any human rights protected grounds and in accordance with the AODA, throughout the recruitment and selection process. If you require accommodation, please notify us when contacted for an interview and we will work with you to meet your needs.***