



THE ROYAL ST. LAWRENCE YACHT CLUB

JOB DESCRIPTION

JOB TITLE: LIFEGUARD INSTRUCTOR
REPORTS TO: AQUATICS SUPERVISOR
DEPARTMENT: SPORTS (AQUATICS)

SUMMARY:

The RSTLYC Lifeguard Instructor is responsible for providing safe and effective supervision of Members and Guests in and around the pool area. It is the duty of the Lifeguard Instructor to prevent accidents, perform first aid and water rescue, and to provide quality aquatic instruction.

DUTIES:

- Perform water rescue and first aid when necessary
- Provide safe and effective supervision of the pools, splash pad, and deck areas as per Club regulations.
- Ensure that the pools, splash pad, and deck areas are safe and clean, and deck furniture and pool accessories are kept orderly and stored correctly. These duties include, but are not limited to, vacuuming, skimming, removal of debris and towels and tidying of furniture, equipment and supplies
- Instruction of swim classes as assigned, with the use of the accompanying core lesson plans
- Completion of required daily program administration, including but not limited to:
 - (a) Maintaining accurate class lists and worksheets
 - (b) Pool chemical and water balance readings, as required
- Ensure that classes are well-organized and effectively delivered. This includes starting and ending classes on time, screening participants on the first lesson, and appropriate feedback as requested
- Other duties as assigned by the Club

QUALIFICATIONS:

- National Lifeguard service (NLS)
- Automated External Defibrillation (AED)
- Standard first-aid and CPR C
- Red Cross Water Safety Instructor certification

*** Please note that all qualifications must remain current throughout the duration of employment**

REQUIREMENTS:

HEALTH AND SAFETY:

- Must work in compliance with the Occupational Health and Safety Act Regulation and follow in accordance to the Club's Health and Safety policies and procedures

Commented [AN1]: Hi, Elena and Pat. Could you please tell me which legislation this refers to? Or is it the Occupational Health and Safety Act and its regulations? Or is it the federal Occupational Health and Safety Regulations?

HOURS OF WORK:

- Part-Time position. Able to work shifts (day/ afternoons/evenings)
- Able to work weekend shifts

JOBS DEMAND ANALYSIS:

PHYSICAL ACTIVITIES:

Type of Movement	Frequency/Duration Of the shift
Kneeling	Occasionally
Reaching	Occasionally
Standing	Frequently
Walking	Frequently
Standing	Frequently
Sitting	Frequently
Running	Occasionally
Climbing	Occasionally
Crouching	Occasionally
Bending- back and neck	Occasionally
Shoulder movements	Occasionally
Gripping	Occasionally

PHYSICAL REQUIREMENTS:

Moderate Activity: Exerting from 20 lbs. up to 200 lbs. of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull, or otherwise move objects, including the human body.

WORKING CONDITIONS:

Exposure	Yes	No
Extreme Hot/Cold	✓ Hot when guarding outdoor pool	
Suitable Lighting	✓	
Noise		✓
Vibration		✓
Fumes/Odors	✓ Some, in case of chemical leak	
Dirt/Dust		✓
Gasses		✓
Electrical Devices		✓
Mechanical Devices		✓
Computer Equipment	✓ Computer in office	
Moving Objects		
High Places		
Congested Worksite		
Works	When opening/closing pool	

-Alone	✓	
-With Others	✓	
-Independently, Within a Group	✓	

SAFETY FACTORS:

Safety Factor	Yes	No
Safety Glasses	✓	
Ear Plugs		✓
Hard Hats		✓
Safety Shoes/Boots	✓	
Protective Clothing	✓ Working with CH ₂ and acid	
Other	✓ At exterior functions	

Commented [AN2]: What does this stand for? Chlorine or Methylene? Thanks!