

University Settlement

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Website: www.universitysettlement.ca
Charitable #: 119279412RR0001



Over 100 Years of Service in the Community

JOB TITLE/POSITION: Lifeguard/Swim Instructor

DEPARTMENT: Recreation

REPORTS TO: Recreation Supervisor

POSTING DATE: December 14, 2021

ORGANIZATIONAL OVERVIEW:

University Settlement is a multi-service agency that was founded in 1910 and has the distinction of being one of the first community-based social service centres in the City of Toronto. The organization's three offices are part of culturally rich and vibrant neighborhoods in downtown Toronto and North York.

With a full-time and part-time staff of approximately 150, University Settlement delivers programs to address the needs of more than 10,000 unique users annually in a number of diverse areas including settlement services, English language classes, children's programs, employment training, senior services, music and arts education, daycare and recreation programs.

The Recreation Department offers a wide variety of programming for children, youth and adults including basketball and badminton, yoga classes, camp and after school programs for children, aquatics and our full-service Fitness Centre. Our recreation programs serve a wide cross-section of our community. Aquatics programming includes group and private swim lessons for all ages, a swim team, Aqua Fit, pre-school classes, length swim, and family swim opportunities.

JOB FUNCTION:

This position carries the responsibility of ensuring the safety of all swimmers during open and instructional swim when called in to replace staff.

QUALIFICATIONS:

- Current Life Saving Society National Lifeguard (NL) certification
- Current Standard First Aid & CPR Level C
- Current Life Saving Society Swim Instructor, Emergency First Aid Instructor, Lifesaving Instructor certification or Red Cross Water Safety Instructor
- Able to work flexible hours
- Ability to communicate clearly and effectively in written and spoken English

ASSETS:

- 2nd language
- Non-profit experience
- HIGH FIVE - Principle of Healthy Childhood Development
- Experience working/volunteering in a multi-cultural setting



RESPONSIBILITIES:

- Responsible for life guarding during various open swim times.
- Responsible for teaching and understanding the Red Cross Swim Programs.
- Ensure that all pool rules are obeyed during open swim times and lessons.
- Responsible for taking regular chlorine and pH tests and reporting any problems to the Recreation Supervisor.
- Responsible for maintaining statistics on the number of people using the pool; completing all paperwork.
- Ensure a good working relationship with all participants using the facilities.
- Attend regular departmental staff meetings and in-service training sessions.
- Foster co-operative working relationships with other staff members within the Recreation and Wellness Department, and with other Settlement staff.
- To work closely with department directors and managers to ensure department and program needs are met
- Ability to develop and maintain cooperation and openness, and work collaboratively with others to achieve University Settlement objectives (from performance appraisal)
- Ability to recognize department and/or community needs/trends and develop appropriate methods to respond (adapted from performance appraisal)
- Ability to adjust to constantly evolving nature of environment and priorities
- To evaluate the effectiveness of the program and to suggest improvements
- Other duties as assigned

TERMS OF EMPLOYMENT:

A valid Police Reference Check with vulnerable sector screening, satisfactory to University Settlement is a requirement of this position

All University Settlement employees are required to be fully vaccinated as a condition of hire in accordance with the University Settlement [Mandatory Vaccination Policy](#).

SALARY/RATE: \$24.04/hour

SCHEDULE: Part time, various hours, evenings, and weekends may be required.

DETAILS:

Please send a cover letter and resume to Kate Mossop, Recreation Director, at kate.mossop@universitysettlement.ca.

University Settlement is an equal opportunity employer. We would like to thank everyone for submitting an application; only those chosen for an interview will be contacted.

For further information about University Settlement, please visit www.universitysettlement.ca