

AQUATIC INSTRUCTOR III

DEFINITION

Under the general direction of an Aquatic Programmer, the Aquatic Instructor III is responsible for lesson management and instruction of the advanced aquatic programs in lifesaving and CPR and first aid training related to advanced aquatics training. Instructors ensure participants are taught according to safety and skill standards outlined by Saanich and aquatic agencies. Aquatic Instructors are responsible for evaluation of participants, record keeping and public relations.

ILLUSTRATIVE DUTIES AND RESPONSIBILITIES:

- Plans and prepares assigned programs.
- Instructs assigned classes according to safety and skill standards outlined by Saanich and Aquatic agencies.
- Prepares records and reports
- Enforces pool rules and ensures activities are carried out in a safe manner.
- Monitors the general maintenance and safety of the pool deck and area, and reports any dangerous situations to the appropriate staff person.
- Maintains a safe and clean work environment.
- Attends scheduled in-service training sessions.
- Performs other related work as required.

KNOWLEDGE, SKILLS AND ABILITIES ON THE JOB:

- Ability to plan, organize, instruct and evaluate a group of program participants
- Ability to be flexible with instructional techniques.
- Ability to ensure safety of participants and prevent accidents.
- Skills and knowledge as per Canadian Red Cross and Royal Life Saving Society standards.
- Demonstrates Saanich Core Competencies as they relate to this position (see all behaviour statements):
 - Adaptability - willingness to be flexible in a changing work environment
 - Relationship Building - establishes and maintains respectful and cooperative working relationships.
 - Effective Communications - communicates effectively with others.
 - Problem Solving - recognizes and acts to resolve problems.
 - Customer Focus - provides excellent service to both internal and external customers.

REQUIREMENTS:

- Completion of Grade 12.
- Current appropriate awards recognized by the agencies offering advanced

- aquatic, first aid and CPR awards.
- Six months teaching experience.
- Satisfactory criminal record check.

STANDARDS:

- Support and uphold the established policies and objectives of the Municipality and the Division in all areas of activity.
- Will not release or discuss non-routine municipal or departmental business without prior authorization.
- Adhere to all established municipal and departmental rules and regulations.
- Maintain the performance levels set by the Division in the execution of all duties and responsibilities.
- Maintain a cooperative working relationship with employees, management, Council and the public.
- Maintain regular communication with supervisors, keeping them fully informed of all non-routine, urgent and/or controversial matters.
- Shall not receive or solicit a subscription, gratuity, or fee for or in conjunction with any service or presumed service performed by him/her as an employee.