FORTFRANCES

Employment Opportunity

Position:	Student/Assistant Lifeguard/Instructor (Two (7) positions available)
Department:	Community Services - MSC
Hours of Work:	0-15 hour workweek
Location:	740 Scott St Fort Frances, ON, P9A 1H8
Wage Rate:	$17.95 /hour
Commencing:	As soon as possible
Posting Date:	June 15, 2026
Deadline:	June 19, 2026

Please apply by submitting a completed application form, cover letter, and resume, on our website: https://fortfrances.ca/town/human-resources/employment-opportunities

To learn more about this opportunity, please contact Ria Cuthbertson, Aquatics Supervisor, at (807) 274-4561.

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Position Description

Position Title:	Student/Assistant Lifeguard/Instructor
Supervisor:	Aquatics Supervisor
Employee Group:	Non-Union

Position Summary

- As a lifeguard/assistant lifeguard a lifeguard, the incumbent is responsible for the safety of the patrons in the pool area so that accidents are prevented; handles emergencies according to procedures; and ensures that participants are provided with a safe and friendly atmosphere.
- As an instructor/assistant instructor, the incumbent assists swim instructors, ensuring that all class participants are instructed and supervised as per requirements.

Direction Received

- Carries out the duties and responsibilities of the position under the direction and supervision of the Recreation and Aquatics Supervisor.

Direction of Others

- The incumbent has no direct supervisory responsibilities.

Revenue, Asset and Expenditure Scope

- None

General Responsibilities

Lifeguarding

- Ensures proper knowledge of pool hazards, policies, procedures, schedules, and programs.
- Assists lifeguards as an additional lifesaver on deck.
- Acts as a lifeguard (once National Lifeguard Certification is complete)
- Ensures all aquatic area procedures are followed correctly.
- Keeps the pool area clear of obstructions.
- Completes accident/incident forms when required.
- Completes pool water tests according to prescribed schedule.
- Executes before and after swim procedures.

Instructor

- Instructs swimming lessons (if certified) as per Lifesaving Society Swim for Life program standards.
- Assists Swim Instructors with the delivery of Lifesaving Society Swim for Life programs (teach swim lessons if certified).
- Develop lesson plans for swimming lessons.
- Complete report cards and update client files for swim lesson students.
- Assists with alternative non-aquatic recreation programming as assigned.

Other Duties

- Daily cleaning and maintenance tasks.
- Other duties as assigned.

Education and Qualifications

Preferred

- Current Bronze Cross Certification
- Current Standard First Aid with CPR C

Asset

- Current National Lifeguard Service certification (NLS)
- Current Swim Instructor Certification

Knowledge, Ability & Skill

- Interpersonal skills in serving the public and interacting with staff and management.
- Understands and effectively carries out oral instructions.
- Communicates effectively both orally and in writing.

Effort

- Considerable strength, stamina, and coordination to carry out the duties of the position
- Requires careful and constant supervision of pool patrons
- Concentration must be maintained at all times
- Interruptions are continual throughout the day

Working Conditions

- The incumbent spends the majority of the average workday indoors. This time is spent in open areas with continuous exposure to noise from patrons and children at play
- Moderate to heavy physical work is required for short to intermediate duration.
- Regular exposure to chlorinated water.

Conditions of Employment

- Successful candidates for the position will be required to:
  - Successfully completion of the certified Swim Instructor course.
  - Successfully completion of the National Lifeguard Service course.
  - Provide a satisfactory Criminal Record and Vulnerable Sector Check prior to starting.