



Lifeguard/Swim Instructor
PART-TIME: Seasonal & Weekly Hours
NON-UNION WAGE BAND: \$17.00-\$18.00/hour
Approved: September 1, 2025

General Position Functions

The Lifeguard/ Swim Instructor is responsible for ensuring the safety of all pool patrons, delivering high-quality swim instruction, and providing a welcoming, inclusive environment for community members. This position plays a key role in the prevention of accidents, emergency response, and the promotion of water safety education.

Accountability

The Aquatics Director reports directly to the Manager of Recreation Services.

Specific Job Responsibilities

Lifeguarding Duties

- Supervise swimmers and patrons, ensuring adherence to pool rules and safety regulations.
- Prevent accidents through proactive scanning and hazard recognition.
- Respond quickly and effectively to all emergencies, providing first aid or water rescue as required.
- Complete accurate and timely incident/accident reports.
- Conduct daily inspections of safety equipment and report maintenance concerns.

Swim Instruction Duties

- Plan, prepare, and deliver swim lessons in accordance with the Lifesaving Society curriculum.
- Maintain accurate class records, attendance, and progress reports.
- Provide constructive feedback and encouragement to swimmers of all ages and abilities.
- Communicate effectively with participants and parents/guardians regarding progress and safety.

General Responsibilities

- Test and record pool water chemistry according to provincial health regulations.
- Assist with set-up and take-down of equipment for programs and events.
- Maintain cleanliness and orderliness of the pool deck, change rooms, bathrooms, and storage areas.
- Participate in all scheduled training and maintain required certifications.
- Represent the Town in a positive and professional manner.

Qualifications and Expectations

Certifications (*current at time of employment*)

- National Lifeguard – Pool Option
- Standard First Aid & CPR-C
- Lifesaving Society Swim Instructor

Skills & Attributes

- Strong swimming and water safety skills.
- Ability to remain alert, focused, and proactive for extended periods.

- Excellent communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Commitment to excellent customer service and community engagement.

Working Conditions

- Seasonal outdoor work environment with varying weather conditions.
- Extended periods in and around the water.

Work Schedule

- June - August: 35 - 40 hours/week position, 10-week contract
- Shifts may include evenings, weekends, and holidays.

To Apply

Please submit your resume and a cover letter outlining your work and volunteer experience. Don't forget to highlight times where you have worked to pull a team together towards a shared goal, why you are interested in this opportunity, what skills you have that you love sharing, and why we should pick you. We read a lot of resumes, so be creative!

Don't forget to indicate in your application which position(s) you are applying for. Resumes, cover letters and three references can be either emailed in a word document or pdf to recreation@kentville.ca.

Please ensure that cover letters, resumes and references are merged into one document.

Successful candidates must provide proof of a cleared vulnerable persons check (depending on age of candidate) prior to start date.

The Kentville Parks and Recreation Department thanks you in advance for your interest in summer employment with the Town of Kentville. Only those applicants selected for the interview process will be contacted. For clarification on the application process or for more information please contact by email: recreation@kentville.ca.