



Township of South Stormont Employment Opportunity

Position: Aquatics Co-Supervisor Summer Student (2)
Department: Parks and Recreation
Reporting To: Parks and Recreation Coordinator
Work Hours: 35+/- hours per week
Duration: Up to 18 weeks, May 5, 2025, to August 29, 2025
Hourly Rate: Currently under review. 2024 hourly rate was \$21.39

The Township of South Stormont is a diverse mix of rural and small urban communities in Eastern Ontario. Home to over 13,000 residents, the Township's unique history and location on the shores of the St. Lawrence Seaway offers a host of activities and lifestyle opportunities.

JOB SUMMARY:

The Aquatics Supervisor will provide full supervisory support to lifeguards/instructors as well as the quality control of programs offered at the outdoor heated St. Andrews West swimming pool. This position will also be involved in establishing affiliations with partner associations such as the Lifesaving Society and the Eastern Ontario Health Unit.

PRIMARY DUTIES:

- Supervise aquatic staff, including schedule creation, training, completing incident reports and performance evaluations;
- Plans and assists in the facilitation of pool programming such as Swim for Life swimming lessons, Bronze certification courses, speed swimming, public swimming, and rentals;
- Establish and maintain relationships with the Lifesaving Society and Eastern Ontario Health Unit;
- Use Univerus software to set up all swim activities for online registration. Continue to use Univerus for managing rosters, registrations, withdrawals, etc.;
- Responsible for educating attendees of the policies and procedures related to pool/swim safety;
- Monitors activities of the swimming pools while ensuring the highest standard of lifeguarding with an emphasis on the prevention of accidents and injuries;
- Maintain order and ensures proper conduct of persons using the facility;
- Provide excellent customer service to all internal and external customers;
- Always ensure a clean and safe environment;
- Monitor chemical levels of the pool and conduct minor pool maintenance such as skimming and vacuuming;
- Complete general administration duties as required;

- Adhere to high standards of the employee code of conduct and demonstrate understanding that their personal actions impact the public's perception of the Municipality and;
- Perform other duties as assigned by the Parks and Recreation Coordinator.

KNOWLEDGE, SKILLS AND ABILITIES

- Applicants must be a recent graduate or be currently enrolled for September 2025 at a recognized post-secondary institution.
- Hold a valid Ontario Class G driver's license.
- Valid National Lifeguard (NL) and Swim Instructor (SI) training and certifications.
- Lifesaving Instructor certifications are encouraged.
- Computer skills including Email, Word, Excel and registration software.
- Able to work with patrons of varying age groups.
- Strong leadership skills.
- Independent decision-making, problem solving and analytical skills.
- Current knowledge of provincial legislation and health and safety as it relates to aquatic operations.
- Knowledge of lifeguarding rules, regulations, and practices.
- Ability to work with minimal supervision and exercise considerable independence of judgment.
- Ability to communicate effectively both verbally and in writing with coworkers and public.
- Work independently and be able to work in a team environment.
- Reliable transportation to and from work as well as potential use of personal vehicle during work hours. Mileage will be paid in these instances.

Qualified persons are invited to submit their resume and cover letter to Ms. Shelby Martel-Lavigne, HR Coordinator, through the online application process.

For more details and to apply online, please visit the Careers page of our website at www.southstormont.ca/careers.

Applications will be accepted until February 28, 2025.

The Township of South Stormont is committed to creating and maintaining a workplace that is welcoming, inclusive, and barrier-free. Accommodations in accordance with the Ontario Human Rights Code and applicable legislation are available throughout all stages of the recruitment process. For accommodation during the application process, applicants are requested to make their needs known via email at jobs@southstormont.ca. Personal information collected under the authority of the Municipal Act and will be used to assess eligibility for potential employment. Questions about this collection of personal information should be directed to Human Resources.