

DAWSON CITY, YUKON

ASSISTANT AQUATICS COORDINATOR

Seasonal Position



The City of Dawson is seeking applications for an Assistant Aquatics Coordinator. Reporting to the Aquatics Coordinator, the Assistant Aquatics Coordinator is responsible for assisting with the day-to-day operations of the swimming pool including supervision, lifeguarding, swimming lesson instruction and the effective delivery of safe and enjoyable aquatic opportunities. This is a seasonal, full-time position commencing May and terminating with the pool closure in September.

If this position interests you, please submit your resume and cover letter clearly demonstrating the qualifications outlined below, as selection for further consideration will be based solely on the information you provide.

Certifications: *Those needing re-certification will be considered*

- Current National Lifeguard Pool Option & Water Safety Instructor
- Standard First Aid and CPR Level C
- Pool Operators 1 & 2, and LSI are an asset
- WHIMS

Knowledge & Skills:

- Grade 12 or GED
- Computer literacy
- 3 years lifeguard and instructor experience
- Supervisory experience, preferably in a unionized environment
- Work experience in a municipal environment an asset
- Knowledge of risk management in an aquatic environment
- Experience with pool operations, water chemistry and monitoring
- Excellent communication skills, both oral and written
- Ability to deal tactfully and respectfully with staff, and the public
- Ability to resolve conflicts and foster unity
- Ability to work effectively alone and as part of a team
- Ability to work flexible hours
- Ability to maintain confidentiality

Conditions of employment:

- Clear RCMP Criminal Reference and Vulnerable Sector Check;
- Minimum 18 years of age

A job description is available upon request.

Closing Date:

A current resume and cover letter must be received at the City of Dawson Administration Building by **2 pm on Monday, March 18, 2024**. Applications to this position may be submitted by mail or email to the following:

Shelly Musyj, Human Resources

PO Box 308
Dawson City, Yukon Y0B 1G0
hro@cityofdawson.ca

Salary & Benefits:

This is a Union position, salary and benefits shall be in accordance with the Collective Agreement. The position is classified as level 3 with a starting salary of **\$29.70 per hour** with evening, weekend and holiday work required.

**In accordance with the Collective Agreement, internal candidates will be given first consideration.
We thank all applicants, but only those selected for further consideration will be contacted.**

To learn more about our community and what we have to offer please visit our website at www.cityofdawson.ca