

Posted September 16, 2025

The Town of Ladysmith provides its employees the opportunity to make a positive and meaningful impact on the daily lives of the public we serve. Are you looking for a dynamic and interesting career? The Town of Ladysmith is seeking a self-motivated professional for our Aquatics Department

AQUATIC INSTRUCTOR
Internal/External Competition #2025-27

Department:	Aquatics
Classification:	Casual
Duties & Required Qualifications:	See attached Job Description
Rate of Pay:	Band 1 - \$29.00 per hour (*Pending Job Evaluation)
Hours of Work:	No guarantee of hours Parks, Recreation and Culture is a seven-day per week operation and require employees to be available for work weekdays, evenings and weekends.
Conditions of Employment:	Automatic wage deposit Applicant must provide proof of legal eligibility to work in Canada
Union:	Canadian Union of Public Employees (C.U.P.E.) Local 401
Benefits:	As per the Collective Agreement
Reporting To:	Programmer - Aquatics

This job posting will remain open until filled. For further information please contact Tami-Lyn Stephen, Programmer – Aquatics at 250.245.6414 ext. 6232: tstephen@ladysmith.ca

If you are interested in applying for the position, send a detailed resume which notes your qualifications and experience relevant to the job description in a **WORD or PDF** format only to:

Trish McConnell, Manager of Human Resources
City Hall, 410 Esplanade, PO Box 220
Ladysmith, BC V9G 1A2
Email: careers@ladysmith.ca ; Ph: 250.245.6412; Fax: 250.245.6411

We would like to thank all who apply, but only those applicants selected for an interview will be acknowledged.

Per CUPE Agreement Article 15.02: "applicants for this position shall agree that in the event of a grievance regarding filling of this posting, interview and selection documentation shall be released to the union."

The Town of Ladysmith is committed to diversity and inclusivity in our employment practices. We are an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes.

*Pending job evaluation means that based on the job evaluation process, the rate of pay may be reduced or increased.



250.245.6400 / info@ladysmith.ca / www.ladysmith.ca
410 Esplanade MAIL PO Box 220, Ladysmith, BC V9G 1A2

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TITLE: AQUATIC INSTRUCTOR
DEPARTMENT: AQUATICS
DIVISION: PARKS, RECREATION & CULTURE
CATEGORY: UNION CUPE LOCAL 401
BAND: 1 (Subject to Job Evaluation)

GENERAL ACCOUNTABILITY

Under the direction of the Aquatic Programmer, this position is responsible for ensuring the safety of patrons in and around the pool area, maintaining the pool area in a safe and clean condition, exhibiting leadership qualities while instructing within the aquatic programs offered and providing general supervision of aquatic program patron's activities.

PRIMARY DUTIES AND ACCOUNTABILITIES

- Instructs assigned programs.
- Promotes an atmosphere of good relations with the public and staff.
- Ensures that aquatic activities are carried out in a safe manner and in accordance with established rules and regulations.
- Attends professional development training as directed.
- Other related duties as required.

REQUIRED QUALIFICATIONS, KNOWLEDGE, SKILLS AND ABILITY

1. Minimum grade 10 education.
2. Lifesaving Swim Instructor.
3. Bronze Cross Certification.
4. Airway Management & Oxygen Administration Certification or equivalent.
5. Valid Standard 1st Aid certification.
6. Valid CPR, level C certification.
7. Satisfactory criminal record check / personal information check.
8. Demonstrated knowledge of safe work procedures, practices and obligations.
9. Demonstrated initiative with specific direction; completing tasks by removing barriers and locating necessary resources.
10. Demonstrated ability to communicate effectively in a wide variety of situations applying diplomacy and interpersonal skill to establish and maintain productive relationships.
11. Demonstrated high level of focus on internal and external client service continuously seeking ways to meet and exceed expectations.
12. Demonstrated ability to work cooperatively within a team and with Town employees, stakeholders and partners to achieve optimal results.
13. Demonstrated ability to react to any emergency situation in a competent manner with excellent decision making abilities.
14. Demonstrates valuing diversity.