



Position Description

Aquafit Instructor

Position Code:		Pay Band:	6
Department:	Parks, Recreation & Culture	Effective:	October 2022
Division:	Recreation Services	Revised:	
Reports To:	Manager, Recreation Services	Status:	Permanent Part-Time Non-Union
Direct Reports:	None	Indirect Reports:	None

Position Summary

Reporting to the Recreation Services Manager, Aquafit Instructors are responsible to provide quality water fitness classes (e.g., aquafit, yoga, aquatherapy, pool circuits, etc.). The position works with lifeguard staff to ensure a safe exercise environment. The main duties and responsibilities of the position are in the areas of aquatic fitness instruction, class preparation, and class supervision.

Duties and Responsibilities

- 1. Aquatic Fitness Instruction (80%)**
 - (a) Provide instruction to participants for proper warm up, main body and cool down activities appropriate for water fitness classes.
 - (b) Model the HIGH Five Principles of Caring Adult, Play, Master, Make Friends, Participate.
- 2. Class Preparation (10%)**
 - (a) Plan and organize lesson plans for high quality, safe and stimulating water fitness classes for all levels of participants, including creative music selection and varied activities to maintain interest for participants.
 - (b) Keep current with industry trends and class formats.
 - (c) Set-up for classes and tidy up equipment and supplies.
- 3. Class Supervision (10%)**
 - (a) Work alongside lifeguarding staff to ensure participant safety.
 - (b) Assist with the completion of incident/accident reports, etc.
 - (c) Understand, adhere to and enforce Corporate Policies and Procedures, Confidentiality Guidelines, Emergency Procedures and Health and Safety Standards for all participants and staff.

Work in compliance with the Highway Traffic Act, Occupational Health and Safety Act, WHMIS, applicable legislation, regulations, statutes and departmental policies/procedures/practices and operational guidelines. Ensure that all necessary personal protective equipment (e.g., safety boots, hard hat, reflective vest, gloves, hearing protection, eye protection, etc.) are used and are maintained in good condition.

Perform other related duties, as assigned, that are in accordance with job responsibilities and/or necessary departmental or corporate objectives.

Knowledge, Skills and Experience

1. Diploma in Fitness/Recreation or related discipline.
2. Group fitness certificate from reputable organization (e.g., YMCA, CAN Fit Pro, NCCP coaching certificate)
3. Completion of Aquafit training through YMCA, WaterArt, CALA or other related courses.
4. Experience teaching water classes such as Aquafit. Certification and/or experience in lifeguarding an asset.



Position Description

Aquafit Instructor

5. Ability to observe/assess participant behaviours, enforce safety regulations and emergency procedures.
6. Familiarity with the Public Pools Regulation, applicable safety regulations, departmental policies, procedures and standards.
7. Good administrative, communication, interpersonal, organizational, time management, and public relations skills, together with the ability to use tact and discretion and to deal courteously and effectively with the public and fellow staff members.
8. Physically capable of performing aquafit duties and wearing any applicable personal protective equipment related to the position and/or facility.
9. Possess a current Vulnerable Sector Check with results satisfactory to the employer, and a valid standard first aid & CPR/AED Level C certification (or willing to obtain).

Physical Demands and Working Conditions

Physical Effort: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the essential functions of this job some tasks involve the ability to exert intense physical effort, typically involving some combination of standing, standing at a height, sitting, sitting at a height, crouching, walking, jumping, climbing, swimming, performing work while wet and/or performing work while wet for extended periods of time. (50%) Emergency tasks and regular staff training events involve the performance of physically demanding work, which may involve some combination of running, climbing and/or swimming and may involve lifting, carrying, pushing and/or pulling heavy objects including distressed persons on land or in the water, performing work while wet and/or performing work while wet for extended period of time.

Normal hours will vary and may be from no hours up to twenty-four (24) hours per week, dependent upon the programming schedule, and may include early morning, day, evening, weekend or holidays. Flexibility in scheduling is necessary as there may be the occasional requirement to attend to functions outside of normal work hours, change shifts, or to work extra hours as needed.

Physical Environment: Work is conducted inside an aquatics centre, exposure to heat, wetness, and moisture. (60%) May be exposed to chlorine, acids and other chemicals at the aquatic facility, as well as biohazards while rendering first aid, cardiopulmonary resuscitation. (25%) While performing administrative functions, standard office environment. (15%)

Sensory Attention: Required to continually monitor pool users for compliance with health and safety rules while visually concentrating during instruction. Exposure to loud noise during aquafit classes. (50%) Requires the ability to communicate effectively including explaining processes, instructions and speaking before groups of people with periods of continual visual concentration. (25%) Requires the ability to plan classes, read and interpret rules, analyze and solve problems, observe and monitor hazardous situations, learn and apply new information or skills, work with frequent interruptions, and interact with staff, patrons, other instructors, vendors, the public, and others encountered in the course of work. Use of technology for purposes of providing music for classes. (20%)

Stress: Limited mental stress, in normal situations with limited pressure where the seriousness of the outcome is limited. (85%) Occasional exposure to disgruntled members of the public, especially when enforcing pool facility rules and procedures. (10%) Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress and when confronted with emergency situations. (5%)



Position Description

Aquafit Instructor

Contacts and Dimensions

Direct Reports: 0
Indirect Reports: 0
Total Employees Serviced: 0
Other Working Relationships: Position communicates regularly with participants, lifeguard and facility staff, and members of the public.
Budget: n/a
Salary Budget: n/a

Review and Signatures

Employee Name (print): _____ Date: _____

Signature: _____

Supervisor Signature: _____ Date: _____

Manager/HR Signature: _____ Date: _____