



## Swim Lesson Instructor (Certified) Brightsand Lake Regional Park Authority

Approval Date

2026  
January 2026

### ***Position Overview***

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The Swim Lesson Instructor is responsible for delivering safe, fun, and effective swimming lessons for children and participants registered at Brightsand Lake Regional Park. This position supports water safety education and helps create a positive and welcoming experience for park patrons.

Swim Lesson Instructors are expected to be reliable, professional, and confident working with groups in a waterfront/pool environment. This is a short-term seasonal role that runs during the scheduled swim lesson program.

***Instructors must arrive prepared, on time, and ready to teach, as lesson schedules run on tight timelines.***

### ***Key Responsibilities***

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#### Reporting Relationship

- Reports directly to the Park Operations Manager
- Works collaboratively with park staff to support programming and operations

#### Instruction and Lesson Delivery

- Teach swimming lessons following approved swim program standards
- Teach swim techniques, strokes, and water safety rules
- Create a supportive and encouraging learning environment for all swimmers
- Adjust instruction as needed to meet different skill levels

#### Participant Monitoring and Progress

- Evaluate swimmer performance throughout lessons and provide feedback
- Track attendance and complete progress reports as required
- Communicate professionally with parents/guardians when necessary

#### Safety and Equipment

- Ensure swimming aids and equipment are in safe, working condition
- Maintain a safe teaching space and follow all safety procedures
- Report hazards, incidents, or concerns to park management immediately

#### Administrative and Team Support

- Assist with required forms and documentation related to swim lessons
- Follow park procedures and Saskatchewan Regional Parks guidelines
- Support park initiatives and contribute to a positive team environment

### ***Qualifications and Skills***

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- Excellent communication and organizational skills
- Patient, enthusiastic, and professional teaching style
- Strong decision-making and problem-solving skills
- Customer service mindset and ability to work with families and children
- Ability to adapt and implement change
- Working knowledge of OH&S practices and safety procedures
- Comfortable working outdoors and in a seasonal park setting

### ***Required Certifications and Training***

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Applicants must have (or be able to obtain prior to the start date):

- National Lifeguard Certificate
- Lifesaving Society Swim Instructor (Swim for Life) Certification
- CPR-C and First Aid



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### ***Employment Details***

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- Seasonal Short-term position
- Swim lesson program runs during the first two weeks of August 2026
- Prep/setup days will begin prior to the first week of lessons (exact dates to be confirmed)
- Wage is based on experience and qualifications
- Hours of work will vary based on lesson schedules and registration needs
- Vacation pay will be issued in accordance with Saskatchewan Employment Standards
- Payroll is processed semi-monthly

### ***Application Requirements***

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Please submit a resume including:

- Recent driver's abstract
- 3 work-related references
- Any certificates and/or training tickets
- Criminal Record Check (completed within the past 6 months)
- Copies of required swim/lifesaving certifications

### ***Termination of Employment***

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Brightsand Lake Regional Park Authority reserves the right to terminate employment with documented evidence of unsatisfactory performance, failure to follow direction, or misuse of authority as outlined in this job description.

Progressive discipline will generally follow these steps:

1. Verbal discussion outlining performance concerns, with documented record
2. Written notice outlining required improvement and expectations
3. Termination of employment, with corresponding documentation

Nothing in this section limits the Park's right to act immediately in cases of serious misconduct or safety concerns.