
**TOWN OF OAKVILLE – RECREATION & CULTURE DEPARTMENT
AQUATIC SERVICES JOB DESCRIPTION**

Position Title: Aquatic Fitness Instructor
Reports To: Recreation Coordinator - Aquatics
Pay Code: 9250

Current Revision: January 2023
Next Revision: January 2026

PRINCIPLE RESPONSIBILITY:

To conduct aquatic fitness classes in a safe, enjoyable environment demonstrating good class control and advanced training as related to the specialized program.

QUALIFICATIONS AQX, CALA, WaterArt (Speedo), ATRI or AEA
Satisfactory Police Information Check (Security Clearance and Vulnerable Sector Screening) current within 30 days of submission

Note: All qualifications must be current for the entire program session for which the employee has been hired. Verified copies of all awards must be kept on file with Aquatic Services.

RESPONSIBILITIES

Specific duties include but are not limited to:

- Be ready to start the class at the advertised start time and finish within the allotted time.
- Lead the designated class in a professional manner and create a safe, enjoyable climate.
- Plan and implement an aquatic exercise class to meet the needs of all participants following recommended industry standards. Provide group exercise instruction and supervision while effectively ensuring the safety of all participants. (Permission to work at own pace, monitor heart rate throughout class, be aware of physical limitations of participants and offer modifications)
- Maintain excellent customer service when dealing with all customers and only provide information in your area of expertise.
- Follow appropriate channels of communication in dealing with staff and public. Concerns/information that could impact the quality and safe delivery of the program should be forwarded to the Deck Supervisor or Recreation Coordinator in a timely manner.
- Attend all staff training and meetings pertinent to the position.
- Read, understand and abide by all Town and department standards, corporate policies and procedures, including Human Resource policies, emergency procedures, fire plan, health and safety procedures and WHMIS and respond appropriately to all situations.
- Perform other duties as assigned.