

CAREERS

HEAD LIFEGUARD AND AQUATICS INSTRUCTOR

SPORT AND WELLNESS, CAMPUS SERVICES

Competition No. 25.09.242

CATEGORY	SALARY	CLOSING DATE
Full-Time Continuing (35 hours per week)	MSU Band C (Steps 5-8): \$29.165 - \$34.245 per hour. \$53,080 - \$62,327 per annum (Based on 35 hours per week).	September 22, 2025

About Us

MacEwan University is where caring faculty help people connect their passions to their future paths. Located in the heart of Edmonton's diverse and dynamic downtown community, and on the traditional lands of Treaty 6 First Nations and homelands of the Métis people, MacEwan is known for exceptional undergraduate learning. With its dedication to teaching excellence, informed by scholarly research, innovation, and creative activity, MacEwan provides an exceptional collaborative and supportive learning environment with a commitment to human rights, environmental sustainability, and opportunities for community engagement. We are committed to creating an equitable, diverse, inclusive, and welcoming community for all peoples, cultures, and identities.

Our comprehensive undergraduate university offers 55 programs to more than 19,000 full- and part-time students in business, communications, community and human services, design, fine and performing arts, health, humanities, natural science, nursing, public safety, and social science. Through a wide array of experiential learning opportunities, and strategic relationships in the community, we partner with others to produce graduates of stature. Along with a robust grounding in their chosen disciplines, MacEwan students are given durable life skills that prepare them to take on the world.

Opportunity

MacEwan University is seeking a Head Lifeguard/Aquatics Instructor for a full-time continuing opportunity with our Sport and Wellness department. Reporting to the Aquatics Supervisor, you will ensure the effective, efficient, and safe operation of our aquatic facility with high-quality service delivery. In this role, you will mentor and coach lifeguards and instructors to ensure policies, procedures and best practices are

followed, taking the lead role in ensuring emergency situations are handled promptly and appropriately, while also performing as a lifeguard and instructor. You will also coordinate day-to-day operational checks, including monitoring and maintaining pool chemical levels, and equipment to ensure they meet Alberta Health Standards and established operational and maintenance standards for the facility.

This position works on a rotational schedule from opening to closing throughout the year.

- Tuesday to Friday: 1:45pm-9:45pm
- Saturday: 9:30am-5:30pm

In January, the schedule will change to:

- Sunday: 7:30am-3:30pm
- Monday to Thursday: 5:45am-1:45pm

Key responsibilities include:

- Coaching and mentoring lifeguards and instructors on approach, procedures and best practices on and off the pool deck, serving as an additional support resource and point of escalation;
- Supporting staff in completing their lesson plans, report cards, worksheets, and attendance documentation;
- Conducting lifeguard and instructor skill evaluations;
- Supporting onboarding and training new staff;
- Planning and leading in-service training;
- Enforcing pool rules and safety protocols, while providing excellent customer service to pool users, including answering questions and responding to concerns;
- Completing daily operational checks and mechanical tasks, which include monitoring and maintaining pool chemical levels and water quality testing, filtration systems, and equipment to ensure they meet required standards;
- Overseeing water quality control, including troubleshooting, tracking trends, and ensuring standards and regulations are met, working collaboratively with Facilities regarding the mechanical and preventative maintenance system;
- Ensuring health and safety standards are implemented and that a high standard of cleanliness is maintained;
- Recognizing, responding to and coordinating the response to first aid, incidents, accidents, and other emergency situations, ensuring proper first aid and rescue protocols are followed, and that required documentation is completed;
- Implementing facility policies, procedures, and provincial legislation;

- Providing public education, excellent safety surveillance, and routine safety inspections; and
- Providing instruction of aquatic programs and completing related administration duties, including but not limited to swimming lessons, private lessons, specialty programs, and aquatic fitness.

SKILLS

You will have:

- The ability to coach and mentor a team of lifeguards and instructors;
- Strong swimming ability and knowledge of principles, practices, and techniques in water safety and lifesaving activities;
- Knowledge of aquatic facility operations and best practices, including applicable Occupational Health and Safety policies, procedures, and practices;
- The ability to perform and lead first aid procedures;
- Excellent interpersonal, verbal and written communication skills, with a commitment to customer service;
- Excellent organizational, problem-solving and time management skills;
- A positive attitude, with the ability to work both independently and collaboratively within a team;
- The ability to thrive in a fast-paced environment with competing priorities;
- The ability to remain calm and make decisions quickly in high-pressure and stressful situations; and
- A commitment to ongoing learning and skill development.

QUALIFICATIONS

- A minimum of a high school diploma.
- A minimum of 2 years of leadership experience in the aquatics industry.
- A minimum of 500 aquatic hours as a lifeguard and swim instructor of Lifesaving Society Programs.
- Certified in Lifesaving Society National Lifeguard (NL), Lifesaving Society Swim and Lifesaving Instructor, Intermediate First Aid with CPR-C and Automated External Defibrillator (AED), and Lifesaving Society Oxygen Administration, with the ability to renew annually or as required.
- Certification in advanced Lifesaving Society Leadership Courses like National Lifeguard Instructor and First Aid Instructor is considered an asset.
- AARFP Pool Operator 1 and 2 is considered an asset.
- Experience as a head lifeguard, instructor, and pool operator is considered an asset.

- An equivalent combination of education and experience may be considered.

POSITION REQUIREMENTS

- A minimum of 18 years of age.
- The successful incumbent will be required to obtain a Police Record Check with a Vulnerable Sector Check at their own cost.
- The ability to work flexible hours, which includes early mornings, evenings, and weekends. Work schedules may rotate from time to time and would not be consistent.
- Required to attend training and events that could fall outside of the normal working hours, with sufficient notice provided.

BENEFITS

When you become part of the MacEwan University team, you will enjoy a competitive salary. Our total compensation package includes:

- Competitive base pay
- Generous vacation time
- Secure pension plan
- Flexible benefits package
- Continuous learning culture
- Opportunities for career growth

How to Apply

To apply, please head to our [MacEwan University Opportunities Page](#), select the job opportunity and click Apply Now. If you require assistance, please contact us at careers@macewan.ca.

If you are experiencing technical difficulties when submitting your application, please try submitting through a different browser (i.e., Safari, Firefox, Chrome, etc.). If the issue persists, please send a screenshot of the error message to careers@macewan.ca so we can assist and ensure your application is received.

This position is included under the MacEwan Staff Union Collective Agreement.

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

Diversity Statement

MacEwan University is committed to fostering the principles of equity, diversity, and inclusion within our community, and we are dedicated to removing barriers that have been historically encountered and are currently experienced by some members of our society. We welcome and encourage applications from Indigenous peoples, racialized persons, visible minorities, women, persons with disabilities, sexual and gender minorities, and members of all equity-deserving groups. We believe that the diversity of our students, staff, and faculty serves as a strength of our institution and benefit to society. We are committed to ensuring full and inclusive participation for all in our community.

Accessibility Statement

We strive to provide an inclusive and barrier-free work environment, beginning with the hiring process. If you require accommodation, we want to ensure you have the support you need to showcase your abilities. Please contact humanresources@macewan.ca and we will support you to the best of our ability.

Personal Information Collection Notification

The personal information collected through MacEwan University's application for employment and is used to determine your qualifications for employment. If your application progresses to the next stage of the hiring process, this information may be shared with non-HR members of the hiring committee and interview panel. This collection is authorized by section 4(c) of the Protection of Privacy Act. For questions about the collection of personal information, contact Human Resources at careers@macewan.ca or phone (780) 497-5434.