

Carleton University Aquatics

Information for NEW Pool Staff

Fall / Winter 2019-2020

Dear Applicant: Thank you for your interest in working at Carleton University Pool. The Aquatics Staff at Carleton University has a strong reputation of excellence and we are always interested in hearing from individuals who can assist us in carrying on in this tradition.

The facilities at Carleton University include a 50 metre pool with a dive tank, complete with tower platforms, a 1M diving board, a bubbler and a wading pool. As well as offering swims for CU students, staff, faculty, community members and the public at various times during the day, we also offer a wide range of programs for people of all ages. *Carleton Aquatics* offers the **Red Cross Swim Kids** program, Lifesaving Society programs, advanced First Aid & Lifeguarding courses, and a variety of fitness-oriented programs. I recommend that you review our program offerings. Please visit www.carleton.ca/athletics.

In order to work at the Carleton Pool, you will need current **Red Cross Water Safety Instructor, Lifesaving Instructor, National Lifeguard, Standard First Aid, CPR 'C' and AED** certifications. All of your qualifications **MUST** be current by **September 15, 2019**. Please attach photocopies of all your quals to your application. Note: A Police Records Check for working in the 'vulnerable sector,' will also be required for newly hired staff. A Records Check can be completed by Provincial Police or your local Police.

The original certification cards for these quals and any additional qualifications that you list on your application will need to be presented during the Interview process following a positive performance at the **NEW Staff Screening** scheduled for: **Sunday September 8, 2019 (4:45-8:45 PM)**

* Please ensure that your application is submitted either by email, in person at the Welcome Centre in Alumni Hall or at the Pool Office by **Friday September 6, 2019 at 4:00 PM**. An application **MUST** be submitted prior to the Screening. For more details about the Hiring Process and to access an Application, go to the Job Opportunities section our website:

<http://athletics.carleton.ca/employment-opportunities/aquatics-jobs/>

Looking forward to your application,

Steve Baird

Aquatics Coordinator
(613) 520-2600 # 8444
Fax # (613) 520-4466
steve_baird@carleton.ca

Recreation & Athletics (AC 1110)
Carleton University
1125 Colonel By Drive
Ottawa, ON K1S 5B6

