



Information for NEW Pool Staff Applicants Summer 2019

Dear Applicant:

Thank you for your interest in working at Carleton University Pool. The Pool 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 dive-tank 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 **Canadian Red Cross Swim Kids** program, Lifesaving Society's programs and camps, advanced First Aid & Lifeguarding courses, and a variety of fitness-oriented programs such as our very popular Masters Swimming program. For more information about all of our programs and swimming schedules, you can visit our website at www.carleton.ca/athletics.

In order to work at the Carleton University Pool, you will need a current **National Lifeguard, Standard First Aid, CPR 'C' & AED, Red Cross Water Safety Instructor, Lifesaving Instructor & Emergency First Aid Instructor** certifications. All Staff need to have these qualifications current and up-to-date **before the beginning of a work-term**. Please attach photocopies of all your quals to your application. For Lifesaving Society Awards, a print-out from www.lifesavingsociety.com/find-a-member.aspx is acceptable. 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 should you be invited for an interview following a positive performance at the **NEW Staff Screening** scheduled for: **Saturday June 8, 2019 (6:30-9:00 PM)**

* Please ensure that your application is submitted either by EMAIL, in-person at the Welcome Centre (Alumni Hall) or at the CU Pool Office, or by Canada Post by **Friday June 7, 2019 at 4:00 PM**. An application MUST be submitted prior to the Screening. For more details about the Pool Staff Hiring Process, see the Job Opportunities section on our website @ <http://athletics.carleton.ca/employment-opportunities/aquatics-jobs/>

I am looking forward to your application.

Steve Baird

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