

## **Lifeguard (Permanent, On-Call) # 793**

**Closing Date: August 25, 2022.**

At the City of Kamloops, we believe in progressive and barrier-free recruitment for everybody every day. This means employment opportunities for all in a safe, inclusive and diverse workplace. We know our city is stronger when we hire qualified individuals from different backgrounds with diverse experiences, cultures and perspectives.

We are focused on creating the highest levels of service excellence, based on an organization-wide community culture that celebrates our employees who make it all happen. We are known as Canada's Tournament Capital and are famous for our hospitality and community spirit, traits that make us a leader! Recreation, sports, arts and culture, health care, social activities, volunteerism, and affordable housing all meld to form a unique blend of big-city amenities with small-town ambience. This is Kamloops!

*Let's make Kamloops shine! Join our team today.*

### **Position Overview**

The City of Kamloops is hiring multiple on-call Lifeguard positions available for various shifts, offering shift flexibility. If you have a passion for lifeguarding and community safety and are enthusiastic about teaching swimming lessons, we encourage you to submit your resume and your availability today!

Please complete the availability schedule and upload to your profile along with your resume and proof of qualifications.

If you are selected to advance in this competition, we will be conducting WET interviews on August 30, 2022. Should you be successful in this stage, we will be hosting virtual interviews between September 6-8, 2022.

The successful candidate must have the following qualifications:

- Minimum age is 16 years old.
- Current National Lifeguard (NL) Award - Pool Option.
- Current Canadian Red Cross Water Safety Instructor (WSI) Certificate.

### Preferred qualifications:

- Current CPR – C Certificate or equivalent.
- Current Lifesaving Instructor (LSI) Certificate.
- Current BCRPA Aquatic Fitness certification.

More than one may be hired.

For new hires, and for those working in designated positions of trust, including those working directly with vulnerable persons, no formal offer of employment will be made until an applicant completes a police information check. This position will receive 14% in lieu of all benefits, vacation, stat holidays, and health time.

\*Please see the attached Letters of Understanding for more information on this position.

**Hourly Rate**

Per Lou PG 1 – 26.45 (this rate includes 14% in lieu of benefits)

**Hours & Days of Work**

Various days and hours of work.

**Hours per Week**

On-Call

Please note if you need assistance or have individual needs or requirements throughout the application process, contact the Human Resources Department by telephone, email [hr@kamloops.ca](mailto:hr@kamloops.ca) or in person at 105 Seymour Street so we can better support you.

External job postings are open to everyone. We are an equal opportunity employer and thank all applicants for their interest. Please be sure to review the application requirements of each job you apply for. Only those selected to participate in the recruitment process will be contacted.

Applications are accepted online at [kamloops.ca/careers](http://kamloops.ca/careers).

## **Lifeguards**

### LETTER OF UNDERSTANDING

BETWEEN: CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 900 (The Union)

AND: CITY OF KAMLOOPS (The Employer)

RE: LIFEGUARDS

Lifeguards for the purpose of this Letter of Understanding include Lifeguards, Deck Leaders and Aquatic Coordinators unless the classification is specifically stated.

#### **1. Bid Meeting for Temporary Schedules**

- a) The meeting will only be open to all current Lifeguards. Those unable to attend may indicate their choice of shifts by submitting a list of shifts (in order of preference) in writing and through another individual designated to represent them at the bid meeting.
- b) If a Lifeguard's seniority warrants an available shift, he/she must take a minimum number of shifts whereby he/she is working eight (8) or more hours a week (Saturday to Friday).
- c) Shifts left vacant after the bid meeting will be open to the Bargaining Unit. There shall be a minimum of two (2) bid meetings per year for the temporary schedule shifts.

#### **2. Bid Meetings for Permanent Shift Vacancies**

- a) The bid meeting will be open to all qualified members of the Bargaining Unit. Lifeguards who are awarded lifeguard permanent shifts cannot drop those shifts to pick up temporary shifts off the temporary lifeguard schedules, with the exception of 2(b).
- b) Permanent lifeguard shift holders shall have the opportunity to bid into lifeguard summer shifts from June to August. Should the employee decide to vacate his/her permanent shift for a lifeguard summer shift, three (3) weeks' written notice must be given prior to the bid meetings. When the summer shift ends, the incumbent will revert back to his/her permanent shift. Should an employee not give three weeks' written notice, and chooses to bid into a lifeguard summer shift, he/she shall forfeit his/her permanent lifeguard shift, with the exception of 2(d).
- c) Should an employee holding a permanent lifeguard shift decide to bid on shifts from the lifeguard temporary schedules between September and May, he/she shall forfeit his/her permanent shift, with the exception of 2(d).

- d) An employee holding a permanent lifeguard shift may vacate and return to that shift if he/she bids into a permanent, benefit-entitled lifeguard shift that has been posted on a temporary relief basis.
- e) All positions to be offered at bid meetings will be posted in accordance with Article 10(a) of the Collective Agreement. The posting will also include the following:
  - i. Shift that has been vacated.
  - ii. The date and time of the bid meeting.
  - iii. Indication that other shifts may become available for bid.

**3. Schedule Revisions (due to statutory holidays and special programming)**

- a) Special programming - revised schedule hours will be offered to the employees already scheduled to work at that facility on that day.
- b) Statutory holidays – holiday hours will be offered in order of seniority. An Aquatic Coordinator or Deck Leader from the facility will be given priority to be scheduled to work that day.

In both cases above, shifts will be offered in order of seniority and should not exceed forty (40) hours in a week or eight (8) hours in a day. Statutory holiday scheduling is given priority over special programming scheduling when both occur on the same day.

**4. Schedule and Call-Out Availability**

- a) Employees who do not have a scheduled Lifeguard shift must be available for four (4) mandatory availability blocks each week for call-outs and scheduling. Employees scheduled with a Lifeguard shift that is less than eight (8) hours must be available for two (2) mandatory availability blocks each week for call-outs and scheduling. An employee is permitted to commit to more than one (1) mandatory block per day.

Days of the Week	Availability Blocks	
Monday	5:30 a.m. to 3:00 p.m.	3:00 p.m. – 11:30 p.m.
Tuesday	5:30 a.m. to 3:00 p.m.	3:00 p.m. – 11:30 p.m.
Wednesday	5:30 a.m. to 3:00 p.m.	3:00 p.m. – 11:30 p.m.
Thursday	5:30 a.m. to 3:00 p.m.	3:00 p.m. – 11:30 p.m.
Friday	5:30 a.m. to 3:00 p.m.	3:00 p.m. – 11:30 p.m.
Saturday	6:00 a.m. to 4:00 p.m.	1:00 p.m. – 10:30 p.m.
Sunday	6:00 a.m. to 4:00 p.m.	1:00 p.m. – 10:30 p.m.

- b) The number and combination of the above time blocks that are available at the bid meeting will vary based upon operational needs from season to season.

- c) Lifeguards may indicate any additional availability with any combination of days or hours. For on call purposes, Lifeguards may revise their additional availability with 24 hours notice before the additional availability time begins, unless they are already scheduled to work during that time.
- d) Additional availability, in order of seniority will always be given first consideration followed by mandatory availability, in order of seniority. Employees are permitted to submit additional availability during those days/times that they hold mandatory availability blocks.
- e) Lifeguards working in a scheduled shift in another City position which would prevent them from meeting these requirements must inform management immediately.

**5. Shift Call-Outs or Shift Coverage for Vacation, Sick Relief and Extra Staffing Requirements**

- a) Shifts will be offered as a whole in order of seniority except in the event that a whole shift cannot be covered by one individual, the shift will be divided and offered by seniority.
- b) If a lesson is covered by more than one Lifeguard as relief, priority will be given to the Lifeguard who has covered the lessons more, or if equal, by seniority.
- c) To request time off unexpectedly (due to illness or emergency) from a scheduled shift **or** selected availability time block, Lifeguards must phone within the time periods defined below. If unable to call during the designated time periods due to extenuating circumstances, employees must inform management (or appointed supervisor) immediately or as soon as reasonably possible. Lifeguards should also expect to be called in for work in the time periods shown:

<b>Days of the Week</b>	<b>For Shifts Starting After These Times</b>	<b>Employee Call-In Times</b>	<b>Shift Call-Out Times</b>
Monday to Friday	5:30 a.m.	Prior to 7:00 p.m. night before	7:00 p.m. to 9:00 p.m.
Monday to Friday	2:30 p.m.	Prior to 8:00 a.m. that day	8:00 a.m. to 10:00 a.m.
Saturday & Sunday	6:00 a.m.	Prior to 7:00 p.m. night before	7:00 p.m. to 9:00 p.m.
Saturday & Sunday	1:00 p.m.	Prior to 8:00 a.m. that day	8:00 a.m. to 10:00 a.m.

## **6. Vacation Entitlement**

- a) Requests for general time off or changes to availability will be handled as per Article 16 (Vacation Entitlement) in the Collective Agreement or by written request to management a minimum three weeks prior to the desired time off.
- b) Vacation requests not per Article 16(f) will be restricted to missing a maximum of two lessons during any lesson set.
- c) Should a Lifeguard request holidays which coincide with lessons, the resulting shift allocation will be offered as a whole.

## **7. Staff Committee**

A committee made up of at least one (1) manager, one (1) Human Resources staff member, two (2) Aquatics staff members and one (1) CUPE representative shall be established to provide feedback on employee issues related to the Letter of Understanding. The Committee will meet at minimum two (2) times a year for one hour, if there are agenda items provided one week in advance by any party. Times of the meeting will be arranged to coincide with the committee members' regular working schedules whenever possible. In any case, attendance at committee meetings will not incur overtime or result in payment of overtime to any other employees. Meetings may be unpaid if not within the committee members' regular working schedule.

These are the only variances from the Collective Agreement; all other terms and conditions of the Collective Agreement apply.

Original signed 1998 August 21  
Updated and signed 2014 February 17  
Renewed for the 2014-2018 Collective Agreement term

## **B. Lifeguards – Introductory Period Pay Rate**

### LETTER OF UNDERSTANDING

BETWEEN: CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 900 (The Union)

AND: CITY OF KAMLOOPS (The Employer)

RE: Lifeguards – Introductory Period Pay Rate

The City of Kamloops has the right to contract out work pursuant to Article 1(c) of the Collective Agreement. In exchange for the City of Kamloops not contracting out Lifeguards at this time, the Union agrees, on a without prejudice, without precedent basis, to the following:

1. All current Lifeguards (classified as "Lifeguard I") will be grand-parented and will receive all rights and privileges of the current Collective Agreement as amended from time to time, including all negotiated wage increases, and as modified by terms and conditions set out in this Letter of Understanding.
2. The wage rate will remain at Pay Grade 6 (Outside) for current Lifeguards, unless otherwise negotiated. Article 20 will not apply.
3. All current and new employees hired as a Lifeguard after the date of the signing of this Letter of Understanding will be classified as a "Lifeguard" and will be governed by the Collective Agreement as amended from time to time, and as modified by terms and conditions set out in this Letter of Understanding.
4. Lifeguards and Lifeguard Is will be treated as one classification for the purposes of on-call work and will be called in order of seniority.
5. Lifeguards will be paid at Pay Grade 1 (Outside) for the first 3,120 hours worked ("Introductory Period"). This rate is subject to all negotiated wage increases for that pay grade. Article 20 will not apply.
6. The accumulation of hours worked will not be affected by breaks in employment with the City or with the Aquatics Division.
7. Lifeguards who perform the duties of a higher classification in Aquatics (Deck Leader – Aquatics or Aquatics Coordinator or as an Aquatics Fitness Instructor) shall receive credit towards the Introductory Period for the hours worked in those higher classifications.
8. Lifeguards will not be eligible for shift differential. Article 19(e) will not apply.
9. A Lifeguard will be reclassified as a Lifeguard I after successfully completing the Introductory Period and will then be paid at Pay Grade 6 (Outside) or the current rate specified in Schedule A for a Lifeguard I. Probation and seniority as set out in the Collective Agreement shall not be impacted by the Introductory Period.
10. Current City employees, other than those who perform the duties of a higher classification in Aquatics (Deck-Leader – Aquatics or Aquatics Coordinator or Aquatics Fitness Instructor or as an Aquatics Fitness Instructor), who have previously worked as a Lifeguard I but who no longer hold that classification will not be given credit for any previous hours worked as a Lifeguard I if they choose to bid into a Lifeguard vacancy.


11. External applicants who have previously worked as a Lifeguard I with the City of Kamloops will be given credit for any hours worked as a Lifeguard I after January 1, 2017.
12. The Employer agrees to not exercise its rights under Article 1(c) in regards to Lifeguard work for the duration of the term of the Collective Agreement to commence in January 2019. The Employer reserves the right to contract out as per Article 1(c) at any time after the expiry of that Collective Agreement. The Union will retain all of its rights under Article 1(c) if the Employer chooses to exercise its rights at that time.
13. The parties agree that this Letter of Understanding shall not set a precedent, including, but not limited to, in any other City of Kamloops operations.


Signed this 22 day of January, 2019.

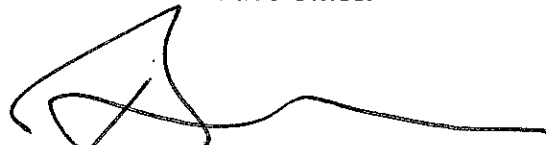
FOR CUPE LOCAL 900

FOR CITY OF KAMLOOPS

  
\_\_\_\_\_  
CUPE NAME  
1<sup>st</sup> Vice President

  
\_\_\_\_\_  
David Trawin  
Chief Administrative Officer

  
\_\_\_\_\_  
CUPE NAME  
Unit Chair

  
\_\_\_\_\_  
Byron McCorkell  
Community and Protective Services  
Director