Ministry of Public Works and Environment

Department of Parks
Surf Lifeguard - 12 month Consultant Contract

Dynamic opportunities exist within the Department of Parks for the posts of Surf Lifeguards for the 2025 Lifeguard. Working under the direction of the Lifeguard Superintendent (or Senior Lifeguard when Superintendent is not present). 8 Successful applicants will be responsible for assisting in the operation of the Lifeguard Service. This position requires mature, reliable persons who possess excellent public relations skills and are able to manage confidential information as per service policies.

Main duties will include, but not limited to:

- Observe aquatic activities in designated patrolled areas with a view to prevent emergency situations.
- Respond to both land and aquatic emergencies.
- Provide immediate first aid and emergency care to injured or unwell patrons.
- Compliance with the Lifeguard Service's policies and procedures
- Inform and educate the public on beach/water safety through formal and informal contacts.
- Enforcement of the 1988 Bermuda National Parks Regulations and subsequent amendments.
- Regularly review beach safety operating procedures in addition to practicing rescue drills, resuscitation skills and engage in monthly physical assessments.
- Attendance at water safety/resuscitation workshops.
- Management and maintenance of Lifeguard equipment.
- Assisting with administrative duties of the Department of Parks when required.
- Assisting the Park Ranger Service and compliance with any other special working conditions inclusive of Emergency Measure Organization operations as it relates to the Department of Parks.

Requirements:

- Must be over 18 years of age.
- Have a minimum of 5 years of surf lifeguarding experience as a National Vocational Beach Lifeguard Qualification (NVBLQ) qualified lifeguard
- Must hold a current NVBLQ award and be able to join our Service for a contractual period of at least 12 months.
- Must take a health assessment (including eye sight testing) to ensure good physical & mental health providing medical/dental fitness certificates to prove it.
- Pass the Department of Parks' Lifeguard Services' Lifeguard course and Physical Assessment in addition to possessing a fairly high level of fitness prior to undertaking any of the Department's training courses.
- Pass a pre-employment drug test and comply with random and reasonable cause drug tests.
- Be willing to provide a Disclosure and Barring Service check or national/international equivalent.
- Must possess a valid Heavy Truck driver's license

Although any previous swimming, lifesaving experience or similar qualifications would be an advantage to have, it will not be accepted in lieu of holding any of the prerequisite requirements.

Selections for consultants are based on successful performance in the interview, training course inclusive of successfully passing the Physical Assessment, availability for work, and if necessary; seniority, an additional interview as well as Physical Assessment performance will be considered to assist with final selections.

Recruitment Packages with applications included can be collected from and submitted to the office of the Department of Parks, Ground Floor, Global House, 43 Church Street, Hamilton HM12. Alternatively, Recruitment Packages can be found online at www.gov.bm/online-services/lifeguardservice Please contact the Department of Parks for any additional information. Telephone: 236-5902 or E-mail: njtrott@gov.bm

*Closing Date for Applications: Friday, April 4th, 2025

Additional information regarding the Training Courses can be found in the Recruitment Package.

Ministry of Public Works and Environment

Department of Parks

Initial Swim Assessment

Dear Applicant,

Please find the current listed dates, times and locations of the **Initial Swim Assessments** (ISA) available for the 2025 Lifeguard Training Season. All new applicants must successfully pass one (1) ISA in order to qualify and participate in a Department of Parks' Lifeguard Training Course during the 2025 season.

	DATE	LOCATION	TIME
Sunday,	4 th May	Bermuda National Sports Centre	2:30pm
Sunday,	25 th May	Bermuda National Sports Centre	2:30pm
Sunday,	29 th June	Bermuda National Sports Centre	2:30pm

Please note, that these times are subject to change and/or additional dates may be added.

POOL ADDRESS

Bermuda National Sports Centre, 65 Roberts Avenue, Devonshire

http://bermudanationalsportscentre.com

Distance: 400 meters in a pool

Qualification Time: 8 minutes or less

- Anybody interested in the Lifeguard position as described in the Recruitment Instructions and is in good health and of a fairly high level of fitness are allowed to take any of the advertised Initial Swim Assessments (ISA).
- Any candidate that has any medical conditions which may impair them should consult their physician first before
 undertaking the ISA and subsequent training course. The Lifeguard Superintendent must be notified immediately
 (before the ISA) of the condition(s) if not already mentioned on your application regarding any medical conditions.
 "Fit for work" proof may be deemed necessary before commencing any part of the ISA or subsequent training course.
- Participants may wear and are encouraged to wear goggles for the ISA. Long hair should be neatly held up/back. Swim caps can be worn. Jewellery, including body jewellery must be removed during the ISA and training course. Appropriate swim attire must be worn throughout the ISA. No wet suits allowed for the ISA.
- Successful participants of the ISA only need swim on one (1) date. Unsuccessful participants are allowed to retake any
 subsequent ISAs displayed above. We strongly discourage potential candidates from waiting until the last possible ISA
 date to attempt qualification if it can be avoided.

Lifeguard Training Course

Please find the listed tentative dates of the two Lifeguard Training Courses currently available for the 2025 Season:

COURSE NO.	DATES	TOTAL COURSE LENGTH
Training Course No.1 - NEW Candidates	$10^{th} - 15^{th}$ May & $19^{th} - 22^{nd}$ May*	9 days
Training Course No.2 - NEW Candidates	$5^{th} - 10^{th}$ July & $13^{th} - 17^{th}$ July*	9 days

- * After 6 days of training, each course will have a scheduled 2 or longer day break followed by a 3-day assessment and work guidance period. Candidates will be notified during the course which days they will be assessed on during this period.
- The Lifeguard Training Course involves instruction at various locations throughout the island. Course participants are expected to provide their own means of transportation during the training course period as there will be times where planned transfers to different locations throughout the day are required. Qualifying candidates will receive a "Welcome letter" within two weeks of the corresponding course date with details including a daily agenda (with locations), dress/kit needs, etc.
- In the event that a course is oversubscribed by qualified ISA candidates for that particular course, the Lifeguard Service will strictly follow immigration guidelines (if applicable) in conjunction with Lifeguard Service seniority, availability for work and ISA performance in order to select the final training course participant group.
- Based on availability, it is possible that additional courses may be added to the season or if warranted, the above scheduled course dates may change in order to maximize course participation. Applicants will be notified of any changes.
- Please contact the Lifeguard Superintendent at your earliest convenience if you have any questions regarding the above.



Ministry of Public Works and Environment

Department of Parks

2025 Consultant Full-Time Lifeguard Service General Recruitment Instructions

- 1) Applicants must be 18 years of age or older at the time of commencement of the training program.
- 2) Non-Bermudian applicants must abide by all laws set out by Bermuda's Immigration Act regarding terms of employment/seeking employment.
 - Non-Bermudian applicants who reside outside of Bermuda must be 18 years of age or older.
 - Non-Bermudian applicants that have permission to land/reside on island (re-entry letter) must also have permission in writing from the Department of Immigration to seek employment before submitting an application.
 - Naturalized persons should submit their certificate and/or letter from the Department of Immigration advising of such. Dependents of a BOTC parent must have permission in writing from the Department of Immigration to seek employment (I.e. certificate and/or letter advising of such) before submitting an application.

Please contact the Lifeguard Superintendent and/or the Department of Immigration for any further questions regarding employment in Bermuda for non-Bermudians.

- 3) All applicants are invited to perform in an advertised **Initial Swim Assessment** (ISA) consisting of 400 meters in a pool which must be completed in 8 minutes or less as a prerequisite in order to be considered for any training program for the year.
- 4) Applicants must be able to jump/dive into deep water as well as be able to surface dive up to 2 meters.
- 5) Anybody in good health and of a fairly high level of fitness is allowed to take any of the advertised ISAs but must successfully pass one as a prerequisite to participate in a training course.
- 6) *Selection for a training program is based on performance in an ISA, negative pre-employment drug test, interview, immigration status and availability for work.
- 7) The training program consists of 9 days for new applicants. Participants are expected to be in good health and of a fairly high level of fitness prior to taking the course. The Department of Parks' Lifeguard Training Course is physically demanding and includes lifting, dragging and swimming to set times.
- 8) At this time there are no enrollment fees in order to apply/register for our training program as candidates will be working for Lifeguard Service. Training course manuals/textbooks will be supplied by the Department of Parks. Those who successfully complete this course and are offered a position as a new full-time consultant to the Lifeguard Service will be given a full uniform.
- 9) Successful completion of the training course includes passing six main elements: Beach Lifeguarding Knowledge, CPR & AED, First Aid, Pool Practical, Beach Practical, and the Physical Assessment (1 mile Run followed by a 400m Swim and then a 600m Paddle Board completed consecutively. Each discipline of the Physical Assessment is to be completed in 8 minutes or less consecutively in one wave to pass).
- 10) If necessary, there may be an additional interview to assist with final selection of participants. Successful completion of the training program does not guarantee employment. Seniority and Physical Assessment times may be used as a primary tool to confirm employment placement for an individual should all other requirements be met by more than one qualifying individual for a position. Selection is then made for temporary full-time seasonal and reserve seasonal positions as beach/surf Lifeguards.
- 11) If you have previously served as a lifeguard in the Department of Parks Lifeguard Service, you must take a Returnee's course (consisting of but not limited to: NVBLQ Theory, First Aid, Beach component and Specialist Units- Rescue Paddle Craft, Life Support 3 and AED) and pass all assessments in order to re-qualify. This includes successfully passing the Physical Assessment prior to the consultancy commencing.
 - If you have served within the previous 2 years, your are not required to participate in an ISA at this current time.

- 14) Monthly Physical Assessments are performed throughout the season to show that the standard of physical performance is being maintained. Monthly Physical Assessments may need to be carried out by individuals on days that would normally be considered their day of rest however attempts are made when possible and where appropriate to reduce the chance of this happening. Persons who do not pass their monthly Physical Assessment may be suspended without pay until further notice and may jeopardize their consultant status with the Lifeguard Service.
- 15) The Lifeguard position has an immediate and significant impact upon the safety and security of the public and of fellow employees. Candidates may be subject to vetting along with drug and alcohol testing inclusive of pre-employment, random and testing for reasonable cause. All potential candidates may undergo pre-employment drug testing after successfully passing an ISA but no sooner than 90 days prior to the commencement of the training course. Returning Lifeguards may undergo pre-employment drug testing not sooner than 90 days prior to potential hire date. Refusal to take a pre-employment drug test or have a positive pre-employment drug test may result in applicants being discharged from the application/recruitment process.
- 16) Due to the nature of the Lifeguard position in providing care, it is possible for person exposure to bodily substances. As part of our occupational safety and health standards and guidelines to prevent transmission of serious diseases, successful candidates of the training course must have their complete Hepatitis B immunization prior to being employed or agree to have it completed as part of the conditions of employment with the Department of Parks' Lifeguard Service.
- 17) Any person 18 years of age or older must have a social insurance number in order to receive a consultancy role with the Department of Parks' Lifeguard Service. Application forms can be downloaded from the Department of Social Insurance: https://www.gov.bm. Non-residents/non-Bermudians can apply upon confirmation of employment.
- 18) In addition to submitting a completed application form for a full-time consultancy role, returning Lifeguards with a minimum of 1440hrs in combination with completing a minimum of 5 years of previous employment with the BLS wishing to apply for entry as a Senior Consultant Lifeguard may do so in writing by submitting the following:
 - a) Request to enter as a Senior Consultant Lifeguard and answer in your own words 2) Why you would be a suitable candidate for a Senior Consultant Lifeguard Position including what the BLS and the community at large stand to gain with your position as a Senior Lifeguard? The Lifeguard Superintendent upon receipt of such documentation from qualifying candidates will respond with additional information regarding the Position.
- 19) The Department of Parks' Lifeguard Service does not discriminate against any colleague or applicant for employment on the basis of race, colour, national origin, religion, sex, gender identity and/or expression, sexual orientation, age, disability or military status. The above Instructions inclusive of those organizations whom we utilize for our standards have defined conditions for certification which we mandate that candidates must meet to be considered for employment with the Department of Parks' Lifeguard Service

Full-time Consultant Lifeguarding

Successful candidates will also be expected to work any 5 out of 7 days for a standard 40-hour work week in accordance with an approved schedule including holidays and overtime as needed. At times there may be a requirement for a person to work up to a 48 hour work week.

On occasion (at any given time), Lifeguards may be required to work outside of prescheduled hours to meet operational demands or in emergency situations.

As leaders in water safety, the Department of Parks has incorporated the Royal Life Saving Society (RLSS) UK's National Vocational Beach Lifeguard Qualification (NVBLQ) as our entry level standard for Lifeguarding at our National Parks. Should a new applicant possess a valid RLSS NVBLQ, please be sure to include all details of it as part of your complete application. Possession of a valid NVBLQ will not be taken in lieu of a training course (please note section 11 above). Please contact the Lifeguard Superintendent for any further information.



APPLICATION FOR EMPLOYMENT: — FULL-TIME CONSULTANT

SURF LIFEGUARD

All sections to be completed by	APPLICANT ONLY		
1a) PERSONAL DETAILS Name:			
Date of Birth: DAY/MONTH/YEAR	Age:	LAST Female:	Male:
Bermuda Social Insurance Number:			
SEE NO.17 OF RECRUITMENT INSTRU	CTRIONS		
1b) CITIZENSHIP INFORMATION – Submit high quality colour copum_REGISTERED BERMUDIAN_" stamp (if applicable) in addition to a copy displa		_ · <u></u> - · · ·	
Do you possess Bermudian status? YES NO If YES, go to 1d). If NO, do 1c). If NO, complete 1c) and provide your legal address outside of Bermud complete.			
1c) IMMIGRATION STATUS			
Please check one box only: SEE NO. 2 OF RECRUITMENT INSTRUCTIONS			
I am a Spouse of a Bermudian – submit a high quality copy of			
I possess a Permanent Resident Certificate – submit a high qI have permission to Reside and Seek Employment – submit			
I have none of the above - please contact the Lifeguard Sup			
1d) ADDRESS AND CONTACT INFORMATION			
•			
Home/Street Address:			
	Posta	al Code:	
Mailing Address: IF DFFERENT THAN ABOVE			
E-mail Address:			
THE BLS COMMUNICATES PRIMARILY THROUGH E-MAIL FOR ADMINISTRATIVE NEEDS. THI	S SECTION MUST BE COMPLETI	ED PROVIDING AN ACTIVE	E-MAIL ADDRESS
Home Telephone No:			
Have you been employed by this Department before? YES NO If YES,	orovide details:		
		POSITION(S) HEL	D, DATES, ETC.
2a) HEALTH STATUS – Applicants are required to be in good health and of	a fairly high lovel of fitne		
Zaj neaern 31A103 – Applicants are required to be in good health and of	a fairly flight level of fittle	:55.	
Do you have any allergies? YES NO . If YES , provide details:			
Do you have any other medical conditions? YES NO . If YES , provide de	tails:		
Do you require use of glasses/correctors? YES NO . If YES , is your vision	on corrected with their us	se? YES 🔲 NO 🗌	
2b) IMMUNIZATION STATUS			
•		or Never/	Unknown 🗌
3a) EDUCATION – List all institutions attended:			- ··· 🗀
Schools, Colleges, Universities attended	Full or Part-time	Entered	Left
		MM/YYYY	MM/YYYY
		MM/YYYY	MM/YYYY
		MM/YYYY	MM/YYYY
26) OHALIFICATIONS IN THE PROPERTY OF THE PROP	/000 /4st at 1/455	ATTACH ADDITIONAL SH	IEET(S) IF NECESSARY

3b) QUALIFICATIONS – List all Qualifications obtained. Copies of Lifesaving (CPR/1st Aid/AED, Lifeguarding, EMT, etc.) certificates can be submitted with the completed application. **Returning Lifeguards must submit RLSS/NVBLQ award information if applicable**:

Submitted with the completed application. Retaining Enegatives must submit 1255/14752 award mornidation in applicable	C .	
Academic, Professional and Technical qualifications obtained (Please include any RLSS award names & society #s)		
	MM/YYYY	

4) WORK EXPERIENCE – List all jobs held:

Name of Employer	Post Held	Date Started	Date Left and Reason for Leaving	
		MM/YYYY	MM/YYYY	

			MM/YYYY	MM/YYYY	
			MM/YYYY	MM/YYYY	
		re responsible for their own n			
		cense to operate a light, inter			
		ty copy of your license:			
ound, Please be as specific ecruitment selection and assi	as possible with you		elow as it will ass	ist with training program a	arrangement
am available to start working		ND WORK THROUGH TO NOVEMBER DAY/MONTH/YEAR		AS POSSIBLE WITH DATES IN SECTION	JN 6
My preferred start date is:					
•	, , ,	e): proof of attendance may be r			
7) PROFESSIONAL REFERI	ENCES – Provide TW nat can be contacted i	O references (I.e. current/forn n reference to this application	mer employer, advis	or, supervisor, teacher), NOT	
Address:	FIRST	MIDDLE (OP	PTIONAL)	LAST	
delationship:		Telephone No: 1) _		2)	101)
-mail Address:				OFTION	
lame:	FIRST	MIDDLE (OP	PTIONAL)	LAST	
Address:		· ·			
telationship:		Telephone No: 1) _		2)(OPTION	IAL)
-mail Address:					
INCLUDE ANY CURREN	NT CONDITIONS THAT ARE	A COURT OF LAW? YES IN PLACE STEMMING FROM THE CO arks' Lifeguard Service are req	ONVICTION(S). ATTACH	ADDITIONAL SHEET(S) IF NECESSARY	
e contacted at any time in the	e event of an emerge	- Provide contact information ncy:	for one individual <u>i</u>	n Bermuda (over the age of 1	8) that can
Name:	FIRST	MIDDLE (OP	PTIONAL)	LAST	
		Telephone No: 1) _		2)	
-mail Address:					
actual record. I understand the nay be cancelled and result in Department of Parks for any hat refusal to take a pre-emplements and that the completed he Government of Bermuda	nat should the inform n immediate discharg points of query incl ployment drug test o tion of this applicatio (Department of Park	ne best of my knowledge, that nation prove to be incorrect or ge. I have read the Recruitme usive of any COVID-19 control r have a positive pre-employed no does not constitute an or s) to conduct security/police ompetence and suitability for	r misleading, the ap nt Instructions and ols. Having read th ment drug test wil ffer of employme vetting and obtai	ppointment whether offered I have sought out clarificati e Recruitment Instructions, result in applicants not b nt. I hereby authorize and giv n reference information fro	d or in effect on from the I understand eing hired. I we consent to
iignature:			Date:	DAY/MONTH/YEAR	
Parent's Signature:			Date:		
Additional Notes:	REQUIRED IF APPLI	CANT IS UNDER 18		DAY/MONTH/YEAR	
Resumes and Passport docume	entation (1b) should a	ccompany this application upor	n submission. Any ot	ner additional information (3b.	5) is welcome

- b) Only completed applications should be addressed to the attention of the LIFEGUARD SUPERINTENDENT and submitted by either of the following methods:
 - BY HAND/COURIER: Department of Parks, Ground Floor, Global House, 43 Church Street, Hamilton HM12, BERMUDA
 - BY E-MAIL: NJTROTT@GOV.BM
- c) Which **Initial Swim Assessments** (ISA) can we expect to see you participate in? 3rd Jan 5th Jan 12th Jan 4th May 25th May



SUPPLEMENTARY FORM A: UNIFORM SIZING DETAILS

All sections to be completed by **APPLICANT ONLY**

1) PERSONAL DETA								
Name:	FIRST			MIDDLE			LAST	
Date of Birth:				_ Age:			Male:	Female:
	DAY / MO	NTH / YEAR						
2) TEE-SHIRT — UNISE								
Lifeguard staff tee; co	<u> </u>	er unisex						_
DIFAC	SM		MED		LG		XL	
	SELECT (V) ONE SIZE	ONLY						
3) SWEATSHIRT/JACK Lifeguard staff sweats		olyostor/s	otton/nylon	blands				
Lifeguaru stari sweats					1.0		WI	
PLEASE	SM SELECT (v) ONE SIZE	ONLY	MED		LG		XL	
4) SWIMSUIT – WOM Lifeguard TYR full (1)) piece; du	rafast lite/po	olyester/spar	ndex/lycra,	/nylon		
30 (XS)		32 (S)		34 (M)		36 (L)		38 (XL)
0/2		4/6		8		10/12		14/16
	SELECT (v) ONE SIZE							
5) SHORTS – WOMEN Lifeguard board short	•		alactic waist	hand with d	rawstring t	for adjustah	olo fit (3" incoan	1)
Lifeguard board short	•						·	''
PLEASE	SM (28-30in) SELECT (V) ONE SIZE		IED (31-32in)		LG (33-34i	n)	XL (35-36in)	
6) SHORTS – MEN'S P Lifeguard pro short; r			astic waistba		wstring (5 LG (33-34i		XL (35-36in)	
PLEASE	SELECT (V) ONE SIZE		(31 32)		20 (33 3	,	7.2 (33 30III)	
7) SHORTS – MEN'S B Lifeguard board short		flon finish;	elastic waist	band with d	rawstring t	for adjustab	le fit (8 ½" inse	am)
PLEASE	SM (28-30in) SELECT (v) ONE SIZE		IED (31-32in)		LG (33-34i	n)	XL (35-36in)	
8) SWIM FINS— UNISE Rubber power fin for women should select	Lifeguard daily		•			egular men's	s shoe size. Plea	se note that
	XS (3-4)		SM (5-6)		MED (7-	8)	MED/LG (9-	-10)
			LG (11-12)		XL (13-1	4)		
PLEASE	SELECT (v) ONE SIZE	ONLY	10 (11-12)		VF (12-1	4)		
9) CAP – UNISEX								
Lifeguard FlexFit cap		-111	. = . (.)	ı —				
PLEASE	SELECT (v) ONE SIZE	S/M (6 3/	4 – / 1/4)		L/XL (/	1/8 – 7 5/8		
10) WIDE-BRIM HAT Lifeguard wide brim h								
PLEASE	SELECT (v) ONE SIZE	S/M (7 -	- 7 3/8)		L/XL (7	3/8 – 7 3/4		

Additional Notes:

- a) Lifeguards once offered a consultancy will have the opportunity to try on kit for final sizing.
- b) We have found that some female consultancy that prefer wearing a two-piece swim suit as part of their duty uniform have had to mix and match sizes (tops & bottoms) in order to find an appropriate fit. Please list your full (1) piece size on 4) if you feel that you may fall in this category. Again; Lifeguards will have the opportunity to try on kit.
- c) Any questions regarding sizing above can be e-mailed directly to the Lifeguard Superintendent at NJTROTT@GOV.BM