

**TORONTO AND EAST YORK DISTRICT
PART-TIME RECREATION JOBS
FALL/ WINTER/ SPRING**

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NOTE: HOURS AND/OR SHIFTS VARY PER WEEK, PER POSITION. ALL CERTIFICATIONS MUST BE CURRENT. EMERGENCY FIRST AID IS A REQUIREMENT FOR ALL POSITIONS EXCEPT WHERE NOTED THAT STANDARD FIRST AID IS A REQUIREMENT.

AQUATICS

Instructor

Major Responsibilities

- Organize and conduct safe and enjoyable learnt to swim and lifesaving programs
- Assist in facility events and programs
- Enforce safety rules and provide rescue response
- Participate in mandatory training

Qualifications

- Current Swim Instructor Certificate
- Current Lifesaving Society Instructor Certificate
- Current Bronze Cross or (NLS) National Lifeguard Service certificate
- Current Standard First Aid/CPR (C)

Period of Employment

- September – June
- Days, evenings, weekend hours and shift work required
- Shifts and hours vary from location to location

Wage

- \$14.39 per hour

Lifeguard

Major Responsibilities

- Supervise swimming programs in a Lifeguarding capacity
- Enforce safety rules
- Provide rescue response
- Participate in mandatory training
- Assist in facility events and programs

Qualifications

- Current (NLS) National Lifeguard Service certificate
- Current Standard First Aid/CPR (C)

Period of Employment

- September – June
- Days, evenings, weekend hours and shift work required
- Shifts and hours vary from location to location

Wage

- \$13.34 per hour

Instructor/Guard

- Many combined lifeguard/instructor positions are available

NOTE: Aquatic certifications are current for two years from date of certification

PLEASE NOTE: We encourage all candidates applying for aquatic positions indicated above to hold both instructing and lifeguarding awards.

ARTS & HERITAGE

DANCE

Dance Instructor

Instructor positions available in: Ballet, Ballroom, Hip Hop, Jazz

Major Responsibilities

- Plan, implement, conduct dance classes (tap, ballet, Latin dance, jazz, creative movement, etc) for children, youth or adults

Qualifications

- Technical and practical training at advanced level in one or more of the above dance disciplines
- Experience teaching dance programs and participation in dance classes
- Program planning and leadership skills
- Emergency First Aid certificate

Period of Employment

- September - June

Wage

- \$12.07 – \$26.82 per hour

Specialty Instructor

Instructor positions available in: Piano, Guitar, Drama, Music, Visual Arts

Major Responsibilities

- Plan, organize, and lead a specialty program or component for preschoolers, children, youth or adults
- Ensure that equipment and supplies are available and meet safety standards

Qualifications

- Experience in specialty skills (drama, arts and crafts, music, etc.)
- Strong program set-up skills
- Emergency First Aid certificate

Period of Employment

- Year-round

Wage

- \$13.22 – \$26.82 per hour

COMMUNITY

CHILDREN PROGRAMS

Children Program Leader

Major Responsibilities

- Plan, organize, and lead a recreation program for children or youth
- Ensure that all equipment and supplies are available and in safe condition
- Perform administrative tasks to support program

Qualifications

- Experience with youth or children's programs
- Strong program planning skills
- Emergency First Aid certificate

Period of Employment

- Year-round

Wage

- \$9.50 - \$11.71 per hour

YOUTH PROGRAMS

Youth Program Leader

Major Responsibilities

- Plan, organize, and lead a recreation program for children or youth
- Ensure that all equipment and supplies are available and in safe condition
- Perform administrative tasks to support program

Qualifications

- Experience with youth or children's programs
- Strong program planning skills
- Emergency First Aid certificate

Period of Employment

- Year-round

Wage

- \$9.50 - \$11.71 per hour

PRESCHOOL PROGRAMS

Preschool Instructor

Major Responsibilities

- Plan, organize, lead, and evaluate a pre-school recreation program
- Assist in staff selection, training, and supervision
- Perform administrative tasks to support program

Qualifications

- Completion of an Early Childhood Education Diploma preferred
- Experience with pre-school programs
- Emergency First Aid certificate

Period of Employment

- Year-round

Wage

- \$12.07 – \$16.08 per hour

Kindergym Instructor

Major Responsibilities

- Plan, organize, and conduct gymnastics classes for pre-school children
- Ensure the necessary equipment is available
- Evaluate participants and complete achievement records

Qualifications

- Appropriate gymnastic experience
- OGF Level I Coaching Certification is preferred
- Good organizational and strong leadership skills
- Emergency First Aid certificate

Period of Employment

- September- June

Wage

- \$12.07 - \$16.08 per hour

FACILITY SUPPORT

Building Attendant

Major Responsibilities

- Supervise area of responsibility and enforce policies and procedures appropriate to such an area
- Conduct equipment and safety checks
- Supervise Games Room, Halls, unstructured program areas/rooms

Qualifications

- Good interpersonal and public relation skills
- Knowledge of building, facilities and program
- Emergency First Aid certificate
- CPR Certificate is preferred

Period of Employment

- September – June

Wage

- \$9.50 - \$11.53 per hour

Leader – Centre In-Charge

Major Responsibilities

- Responsible for centre's keys and security
- Responsible for centre staff, programs and permits while co-ordinator is away
- Ensures safety of participants and staff at all times.
- Ensures programs start on time, and arrange replacement staff as necessary
- Open and close facility as required.

Qualifications

- Good decision-making and problem-solving skills
- Knowledge of departmental policies, including emergency procedures
- Familiar with centre's programs and surrounding community
- Excellent interpersonal and public relation skills
- Emergency First Aid certificate
- CPR an asset

Period of Employment

- September – June

Wage

- \$12.27– \$16.08 per hour

Aquafitness Instructor

Major Responsibilities

- Plan, organize and conduct safe, enjoyable fitness classes for each age group and level of ability
- Ensure that classes meet health and safety standards

Qualifications

- Speedo Aquafit or CALA Certificate
- Current Standard First Aid/CPR Certificate

Period of Employment

- Year-round

Wage

- \$21.08 per hour

Fitness Instructor

Major Responsibilities

- Plan, organize and conduct fitness classes
- Assess and monitor participants, and ensure that program content and level are appropriate
- Ensure that classes meet health and safety standards

Qualifications

- Certified Fitness Instructor (according to the NFLAC Accredited Certification – ie: OFC, Can-Fit-Pro)
- Current Standard First Aid Certificate/CPR Certificate
- Experience teaching a variety of fitness classes
- Degree or diploma in related field is preferred

Period of Employment

- Year-round

Wage

- \$21.08 per hour

Pilates/Yoga Instructor

Major Responsibilities

- Plan, organize and conduct pilates/yoga classes
- Assess and monitor participants, and adjust program content accordingly

Qualifications

- Experience teaching pilates/yoga classes
- Certification in pilates/yoga
- Current Standard First Aid Certificate/CPR Certificate

Period of Employment

- September – June

Wage

- \$19.78 – \$26.82 per hour

Tai Chi Instructor

Major Responsibilities

- Plan, organize and conduct tai chi classes
- Assess and monitor participants, and adjust program content accordingly

Qualifications

- Experience teaching tai chi classes
- Certification in tai chi
- Current Standard First Aid Certificate/CPR Certificate

Period of Employment

- Year-round

Wage

- \$19.78 – \$26.82 per hour

FITNESS & WELLNESS (CONTINUED)

Weight Room Attendant

Major Responsibilities

- Assist in general supervision of weight room
- Conduct equipment/room orientations including facility safety guidelines
- General upkeep and light maintenance of equipment
- Administrative support as required

Qualifications

- Current Standard First Aid Certificate/CPR Certificate

Period of Employment

- Year-round

Wage

- \$10.30 – \$12.07 per hour

Weight Training Instructor

Major Responsibilities

- Plan, design, implement and evaluate weight training programs
- Responsible for safe environment
- Conducts orientation of equipment

Qualifications

- Good program planning skills
- Experience in weight training
- Current Standard First Aid Certificate/CPR Certificate
- Weight Training/Personal Training Certification

Period of Employment

- Year-round

Wage

- \$19.78– \$26.82 per hour

MARCH BREAK

March Break Camp Leader

Major Responsibilities

- Plan, organize and lead a recreation program for a group of children aged 6-12 years
- Ensure that the necessary equipment and supplies are available and maintained in a safe condition

Qualifications

- Knowledge of craft, sports, games and/or drama preferred
- Experience working with children
- Emergency First Aid certificate

Period of Employment

- March Break

Wage

- \$9.50 - \$10.30 per hour

SKATING

NOTE: All Staff that supervise leisure skate programs or supervise, instruct and referee hockey skills, shinny hockey and power skating activities will be required to wear CSA approved hockey helmets while on the ice.

For all instructional skating staff, it is strongly recommended that all staff wear CSA approved hockey helmets while on the ice.

Rink Guard

Major Responsibilities

- Maintain a safe and fun skating program
- Monitor access to the program and facility
- Skate among participants to ensure safety

Qualifications

- Leadership and interpersonal skills
- Good skating ability
- Ability to deal effectively with the public
- Emergency First Aid Certificate

Period of Employment

- November – March

Wage

- \$9.50 per hour

Learn To Skate Instructor

Major Responsibilities

- Instruct children and/or adults in basic skating fundamentals
- On-site supervision and administration

Qualifications

- Good planning, organizational and instructional skills
- Strong technical background in figure skating or hockey
- Experience working with children
- Emergency First Aid Certificate

Period of Employment

- Year-round

Wage

- \$12.07 per hour

SPORTS

SPORTS

Sports Instructor

Instructor positions available in: Ball Hockey, Basketball, Volleyball

Major Responsibilities

- Plan, organize and conduct technically sound programs
- Assess and monitor participants, and adjust program content accordingly

Qualifications

- Training experience in specific area to be taught
- Degree, diploma, or certification in specialized sport is an asset
- Level 1 Coaching preferred
- Emergency First Aid/CPR Certificate

Period of Employment

- September – June

Wage

- \$12.07 – \$26.82 per hour

Sports Organizer

Major Responsibilities

- Organize and lead programs in one of the sports
- Monitor participants and adjust the level of program to their abilities
- Maintain program records and reports
- Assist in tournaments or special events
- May be required to officiate

Qualifications

- Technical experience in the specific sport
- Teaching and leadership skills
- Emergency First Aid Certificate

Period of Employment

- September - June

Wage

- \$11.98 – \$13.14 per hour

CYCLING

Cycling Instructor

Major Responsibilities

- Organize and implement course delivery for the following courses:
 - Adult Learn to Ride 1 & 2
 - Kids CAN-BIKE 1
 - CAN-BIKE 1 & 2
 - Cycling Freedom for Women
- Pre-course phone calls to verify cycling routes
- Co-ordinate with co-instructor (if applicable)
- Complete administrative tasks
- Maintain a safe and supportive learning environment

Qualifications

- CAN-BIKE 2 and CAN-BIKE Instructor Certificates
- Current Ontario Cycling Association Membership
- Emergency First Aid
- Must have own bicycle that complies with the HTA and approved helmet

Period of Employment

- April – October

Wage

- \$19.78 – \$21.82 per hour

GYMNASTICS

Gymnastics Instructor

Major Responsibilities

- Plan, organize and instruct gymnastics classes
- Evaluate participants

Qualifications

- OGF Coaching Certificate Level I or NCCP Level 1 Gymnastics Coach
- Coaching experience in gymnastics
- OGF Coaching Certificate Level II or related studies preferred
- Emergency First Aid certificate

Period of Employment

- September - June

Wage

- \$12.07 – \$19.78 (based on qualifications)