

**NORTH YORK DISTRICT – PART-TIME RECREATION JOBS
FALL/ WINTER / SPRING**

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AQUATICS

Pool Manager

Instructional Centre/Leisure Centre/Aquatic Centre Major Responsibilities

- Provide program supervision and assist in the orientation, supervision and evaluation of part-time staff
- Ensure pool facility, equipment and supplies meet Ontario Health regulations and safety standards; ensure proper monitoring and control of access to program and facility
- Perform administrative tasks necessary to support the program
- Ensure effective public relations and problem solve
- Perform cash handling duties
- Participate in mandatory training

Qualifications

- Current (NLS) National Lifeguard Service Certificate
- Current Standard First Aid/CPR (C)
- Aquatic Supervisor Training Award preferred
- Current Swim Instructor & LSS Instructors Certificate
- Strong interpersonal skills
- Good supervision and administrative skills
- Previous experience in an active aquatic position. Minimum 2 years
- RLSS Examiner certification preferred for instructional centres
- Must be willing to work up to 40 hours per week. Shifts and hours may vary from location to location

Period of Employment

- September – June

Wages

- \$16.66– \$17.74 per hour- instructional centres
- \$16.25 – \$17.01 per hour-leisure centres
- \$16.25-\$17.01 per hour- aquatic centres

Lifeguard

Major Responsibilities

- Lifeguard swimming programs
- 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)
- Must be willing to work up to 40 hours per week. Shifts and hours may vary from location to location

Period of Employment

- September – June

Wage

- \$13.30 – \$14.77 per hour

Note: Aquatic certifications current for 2 yrs from date of certification

Swim Instructor

Major Responsibilities

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

Qualifications

- Current Swim Instructor Certificate
- Current Lifesaving Society Lifesaving Instructor Certificate
- Current National Lifeguard Service or Bronze Cross
- Current Standard First Aid/CPR (C)
- Must be willing to work up to 40 hours per week. Shifts and hours may vary from location to location

Period of Employment

- September – June

Wage

- \$14.77 – \$16.25 per hour

Deck Attendant

Major Responsibilities

- Maintain a clean, safe environment in the changing and shower areas
- Help conduct, monitor and control aquatic programs

Qualifications

- Current Standard First Aid Certificate
- Current Bronze Medallion
- Current Bronze Cross preferred
- Current (NLS) National Lifeguard Service Certificate preferred
- Days, evenings and weekend hours and shift work required

Period of Employment

- September – June

Wage

- \$10.25 – \$10.34 per hour

AQUATICS (CONTINUED)

Gatekeeper

Major Responsibilities

- Monitor and control access to the program and facility
- Enforce safety regulations
- Deal with incidents, problems and emergencies following department policies and procedures

Qualifications

- Current Emergency First Aid Certificate
- Current Bronze Medallion preferred
- Current Bronze Cross or National Lifeguard Service Award preferred
- Must be willing to work up 40 hours per week. Shifts and hours may vary from location to location

Period of Employment

- September – June

Wage

- \$10.25 per hour

Swimming Integration Facilitator

Major Responsibilities

- Promote positive attitude towards integrating persons with disabilities into recreational programs
- Select appropriate programs and facilitate staff discussions regarding any adaptations required to meet participant needs
- Provide support for persons with special needs to access aquatic programs

Qualifications

- Experience working with individuals with disabilities (community/recreational setting preferred)
- Valid G driver's license and use of a vehicle is preferred
- Knowledge of recreational program planning
- Proficient swimming skills
- Bronze Medallion and Bronze Cross preferred
- Current Emergency First Aid

Period of Employment

- September – June
- 6 – 8 hours per week

Wage

- \$11.82 – \$13.30 per hour

ARTS & HERITAGE

VISUAL ARTS

Children's Art Instructor

Major Responsibilities

- Plan, organize and implement creative instructional art, hobby, or craft classes for children
- Ensure that all equipment and supplies are maintained
- Assist in supervising part-time staff

Qualifications

- Minimum two years teaching experience
- Technical or practical training in one of: drawing, painting, cartooning, graphics, animation, sculpture, cooking, crafts, puppetry, woodworking or model making
- Current Emergency First Aid

Period of Employment

- October – May

Wage

- \$22.19– \$28.08 per hour

DANCE

Children's Dance Instructor

Major Responsibilities

- Plan, implement, conduct dance classes (tap, ballet, jazz, creative movement, etc.) for children 2 1/2-14 years of age
- Organize parents' open house days
- Supervise and evaluate a piano accompanist at some facilities

Qualifications

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

Period of Employment

- September – May

Wage

\$22.19 – \$28.08 per hour

Piano Accompanist

Major Responsibilities

- Accompany children's dance classes with suitable music
- Assist in class organization, attendance and other duties assigned by dance instructor

Qualifications

- Grade 9 Royal Conservatory Piano and grade 2 theory or equivalent
- Music improvisational skills
- Experience accompanying dance and ballet classes desired
- Current Emergency First Aid

Period of Employment

- September – May

Wage

- \$13.30 – \$19.23 per hour

MUSIC

Children's Music Instructor

Major Responsibilities

- Plan and implement creative instructional music programs for children
- Ensure that necessary equipment and supplies are available
- Maintain records and reports

Qualifications

- Technical and practical skills in relating to the planning and teaching children up to age 6
- Experience teaching children preferred
- Current Emergency First Aid

Period of Employment

- October – June

Wage

- \$22.19 – \$28.08 per hour

DRAMA

Children's Theatre Instructor

Major Responsibilities

- Plan, organize and lead creative theatre programs for children
- Ensure that all equipment and supplies are available
- Maintain program records and reports

Qualifications

- Technical or practical training in acting, drama, or musical theatre
- Experience teaching children preferred
- Current Emergency First Aid

Period of Employment

- October – June

Wage

\$22.19 – \$28.08 per hour

PRESCHOOL PROGRAMS

Preschool Program Coordinator

Major Responsibilities

- Assist in the evaluation of programs and make recommendations
- Assist in the selection, training, supervision and evaluation of part-time staff
- Ensure that program facilities, equipment and supplies meet health and safety standards
- Assist in the publicity and promotion of the programs

Qualifications

- Valid G driver’s license and use of a vehicle
- Previous experience supervising staff in a preschool program
- Post secondary education in recreation, E.C.E. or related fields preferred
- Current Standard First Aid

Period of Employment

- Year-round

Wage

- \$14.77 – \$19.23 per hour

Preschool Program Supervisor

Major Responsibilities

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

Qualifications

- Completion of an E.C.E. diploma preferred
- Experience with preschool programs
- Current Standard First Aid

Period of Employment

- Year-round

Wage

- \$11.82 - \$14.77 per hour

Preschool Program Leader

Major Responsibilities

- Plan, organize, and lead a preschool recreation program
- Ensure that necessary equipment and supplies are available and perform administrative tasks to support the program

Qualifications

- Experience working with children
- Strong program planning skills
- Current Emergency First Aid

Period of Employment

- Year-round

Wage

- \$10.25–\$11.82 per hour

CHILDREN’S PROGRAMS

Children’s Program Coordinator

Major Responsibilities

- Assist in the evaluation of programs and make program recommendations
- Assist in the selection, training, supervision and evaluation of part-time staff
- Ensure program facilities, equipment and supplies meet health and safety standards
- Assist in the publicity and promotion of the program

Qualifications

- Valid G driver’s license and use of a vehicle
- Previous experience supervising staff working in a children’s program
- Post-secondary education in recreation or related field preferred
- Current Standard First Aid

Period of Employment

- Year-round

Wage

- \$14.77 – \$19.23 per hour

COMMUNITY (CONTINUED)

Children's Program Supervisor

Major Responsibilities

- Plan, supervise and administer a children's recreation program
- Evaluate program and make recommendations
- Assist in staff selection, training and supervision

Qualifications

- Experience working with children
- Good supervision and program planning skills
- Recognized formal training preferred
- Current Standard First Aid

Period of Employment

- September – June

Wage

- \$10.34 – \$13.30 per hour

Children's Program Leader

Major Responsibilities

- Plan, organize, and lead a children's recreation program
- Ensure that all equipment and supplies are available and in safe condition

Qualifications

- Experience working with children
- Strong program planning skills
- Current Emergency First Aid

Period of Employment

- September – June

Wage

- \$10.25 – \$11.10 per hour

Youth Program Supervisor

Major Responsibilities

- Plan, organize, administer and lead a youth recreation program
- Assist in staff selection, training, and supervision
- Ensure that the program meets all health and safety standards

Qualifications

- Experience with youth programs
- Post-secondary education in recreation or related field preferred
- Good supervision and programming skills
- Current Standard First Aid

Period of Employment

- Year-round

Wage

- \$10.34– \$14.77 per hour

Youth Program Leader

Major Responsibilities

- Plan, organize, and lead a youth recreation program
- Ensure that equipment and supplies are available and meet safety standards

Qualifications

- Experience with youth programs preferred
- Strong program planning skills
- Current Emergency First Aid

Period of Employment

- Year-round

Wage

- \$10.25 – \$11.82 per hour

YOUTH & YOUNG ADULT PROGRAMS

Youth Program Coordinator

Major Responsibilities

- Assist in the selection, training, supervision and evaluation of part-time staff
- Ensure that program facilities, equipment and supplies meet health and safety standards
- Assist in the evaluation of programs and make recommendations
- Assist in publicity and promotion of programs

Qualifications

- Valid G driver's license and use of a vehicle
- Previous experience supervising staff working in a youth program
- Post-secondary education in recreation or related field preferred
- Current Standard First Aid

Period of Employment

- Year-round

Wage

- \$14.77 – \$19.23 per hour

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COMMUNITY (CONTINUED)

SPECIALTY INSTRUCTORS

Community Instructor Level II

- Preschool Instructor positions available
- Children's Instructor positions available in soccer, basketball and a variety of sports positions, drama and computers
- Adult/Youth Instructor positions available in: fitness, weight room, kickboxing, and ballroom, line, Latin and hip-hop dancing
- Adult instructor positions available in: ballroom dancing, watercolor art and ceramics

Major Responsibilities

- Independently plan, organize and conduct a specialty program for preschoolers, children, youth or adults
- Ensure that program facility meets health and safety standards

Qualifications

- Experience planning and instructing specialty programs
- Formal training in the specialty is preferred (dance, drama, arts and crafts, music, gymnastics, nature etc.)
- Current Emergency First Aid

Period of Employment

- Year-round

Wage

- \$17.74 – \$28.08 per hour

Community Instructor Level I

- Preschool Instructor positions available
- Children's Instructor positions available in: Chess, Dance, Cooking, Arts and Crafts, Karate, Basketball, Soccer and Mastermind
- Youth Weight Room Instructor position available
- Adult/Youth Instructor positions available – ballroom, hip-hop and line dance and table tennis

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, dance, arts and crafts, sports, music, etc.)
- Strong program planning skills
- Current Emergency First Aid

Period of Employment

- Year-round

Wage

- \$11.82– \$18.50 per hour

FACILITY SUPPORT

Aquatics/Fitness Receptionist

Cummer Fitness Centre/Douglas Snow Aquatics Centre/Flemingdon Resource Centre

Major Responsibilities

- Cash duties including sales, registration, and balancing
- Answer counter and telephone inquiries
- Distribute and control program equipment supplies

Qualifications

- Organizational, administrative and public relations skills
- Experience operating a cash register
- Current Emergency First Aid or Standard First Aid

Period of Employment

- Year-round

Wage

- \$11.10 – \$12.56 per hour

Registrar – Building Monitor

Major Responsibilities

- Acts on behalf of coordinators in their absence
- Responsible for customer service including inquiries, complaints and registration
- Responsible for emergency cleaning, replenishing washroom supplies, assistance in room set-ups and readings/adjusting pool chemicals
- Telephone and administrative duties

Qualifications

- Familiar with community centre and surrounding community
- Knowledge of pool filtration and maintenance as required
- Must possess good decision making, written and oral skills
- Standard First Aid/CPR (C)

Period of Employment

- September – June

Wage

- \$12.55 per hour

Cashier/Hostess

Flemingdon Community Centre

Major Responsibilities

- Monitor access to facility
- Perform cash handling and other administrative duties
- Provide assistance to public as required

Qualifications

- Good administration and customer service skills
- Computer operation/typing
- Experience with a cash register
- Current Emergency First Aid

Period of Employment

- Year-round

Wage

- \$11.10– \$12.56 per hour

Bocce Registrar

Major Responsibilities

- Monitor and control access to the bocce courts
- Perform cash handling duties that include sales, registration and cash/deposits balancing
- Answer public inquiries and follow up when required
- Be co-operative and maintain ongoing communication with other program staff

Qualifications

- Strong interpersonal skills
- Good administrative and public relations skills
- Previous cash handling experience preferred
- Current Emergency First Aid

Period of Employment

- September – May

Wage

- \$11.10 – \$12.56 per hour

FACILITY SUPPORT (CONTINUED)

Ski Administration Supervisor

North York Ski Centre

Major Responsibilities

- Assist in the selection, training, supervision and evaluation of part-time staff
- Perform administration tasks including maintenance of records and reports
- Perform cash handling duties that include sales, registration and cash/deposits balancing

Qualifications

- Strong interpersonal and communication skills
- Good administrative and supervisory skills
- Basic accounting and typing skills
- Ability to handle and balance a large number of financial transactions
- Current Standard First Aid

Period of Employment

- September – May

Wage

- \$17.01 – \$19.23 per hour

Ski Assistant Administration Supervisor

North York Ski Centre

Major Responsibilities

- Perform cash duties such as sales, registration, balance, and deposits
- Assist in necessary administrative functions
- Assist in the selection, training, supervision, and evaluation of part-time staff.

Qualifications

- Basic accounting and ability to handle financial transactions
- Knowledge of personal computers
- Experience supervising staff preferred
- Current Emergency First Aid

Period of Employment

- November – March

Wage

- \$13.30 – \$14.77 per hour

Ski Centre Cashier

North York Ski Centre

Major Responsibilities

- Provide friendly customer service
- Sales, registration, cash/deposits balancing
- Answer public inquiries
- Perform filing, typing, and other administrative work

Qualifications

- Good administration and public relations skills
- Experience with cash registers, typing and personal computers
- Knowledge of ski and snowboard programs/services offered
- Current Emergency First Aid

Period of Employment

- December – March

Wage

- \$11.10 – \$12.56 per hour

FITNESS & WELLNESS

Fitness Centre Coordinator

Major Responsibilities

- Monitor, appraise and conduct fitness programs at the Cumber Park Fitness Centre
- Ensure the safe use of equipment and facilities.
- Conduct fitness tests and prepare exercise program cards

Qualifications

- CPR Certificate
- Registered Fitness Appraiser – CFC Certified
- Certified Fitness Consultant
- Current Standard First Aid

Period of Employment

- Year-round

Wage

- \$16.25 – \$22.19 per hour

Fitness Centre 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, ACE)
- CPR Certificate
- Experience teaching a variety of fitness classes
- Current Emergency First Aid

Period of Employment

- Year-round

Wage

- \$24.41 – \$28.08 per hour

Aquafit Instructor

Major Responsibilities

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

Qualifications

- Certified Fitness Instructor (according to the FLAC Accredited Certification – ie: OFC, Can-Fit-Pro, ACE)
- Certified - CALA or SPEEDO
- Current Standard First Aid/CPR (C)
- Experience teaching aquafit classes

Period of Employment

- Year-round

Wage

- \$24.41 – \$28.08 per hour

Pilates/Yoga Instructor

Major Responsibilities

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

Qualifications

- Certification in yoga
- Experience teaching yoga classes to adults
- Current Emergency First Aid

Period of Employment

- Year-round

Wage

- \$24.41 – \$28.05 per hour

Tai Chi Instructor

Major Responsibilities

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

Qualifications

- Certification in tai chi
- Experience teaching tai chi classes to adults
- Current Emergency First Aid

Period of Employment

- Year-round

Wage

- \$24.41 – \$28.08 per hour

INCLUSION & SUPPORT

Integration Facilitator

Major Responsibilities

- Promote positive attitude towards integrating persons with disabilities into recreational programs
- Select appropriate programs and facilitate staff discussions regarding any adaptations required to meet participant needs

Qualifications

- Experience working with individuals with disabilities (community/recreational setting preferred)
- Valid G driver's license and use of a vehicle preferred
- Knowledge of recreation program planning skills
- Current Emergency First Aid

Period of Employment

- September – June

Wage

- \$11.09 – \$13.30 per hour

Youth/Adult Program Supervisor

Major Responsibilities

- Plan, supervise and implement a safe and creative recreation program for youth and adults with special needs
- Supervise and assist with the hiring and evaluation of staff
- Maintain proper participant profiles and program files
- Perform administrative duties

Qualifications

- Experience working with youth and adults with special needs
- Standard First Aid/CPR (C)
- Post-secondary education in recreation or related field preferred

Period of Employment

- September – May

Wage

- \$10.25 - \$14.50 per hour

Youth/Adult Program Leader

Major Responsibilities

- Supervise and care for participants with special needs
- Plan and lead program activities

Qualifications

- Work experience with individuals with special needs
- A variety of skills in crafts, sports, games, drama, music
- Standard First Aid/CPR (C)

Period of Employment

- September – May

Wage

- \$10.25 - \$11.82 per hour

Special Needs Co-ordinator

Major Responsibilities

- Provide on-going program support
- Work co-operatively with agencies servicing persons with special needs
- Assess potential special needs participants and arrange placements
- Provide guidance and training to leaders working with participants with special needs
- Communicate and work co-operatively with the parents/caregivers of children with special needs
- Assist in interviewing of special needs leaders

Qualifications

- Valid G driver's licence and use of a vehicle
- Two years experience working with children with special needs
- Education or training in a related field preferred
- Must be willing to work up to 40 hrs per week
- Current Standard First Aid

Period of Employment

- September – April

Wage

- \$16.25 - \$18.50 per hour

LEADERSHIP

Gymnastics Trainer

Major Responsibilities

- Implement and plan lessons to teach potential instructors coaching fundamentals and technical aspects of the sport
- Assist in the recruitment, selection and evaluation of program participants

Qualifications

- Fully certified Level 1 Coach (NCCP)
- Experience in coaching and youth leadership
- Degree or diploma in recreation or related field desired
- Current Standard First Aid

Period of Employment

- September – May

Wage

- \$17.74 – \$20.70 per hour

Leadership Trainer

Major Responsibilities:

- Plan, organize and conduct the theoretical component of the Leader-in-Training Program
- Assist in selection, training and evaluation of participants

Qualifications

- Experience working with youth
- Demonstrated training, group dynamics and facilitation skills
- Degree or diploma in recreation or related field preferred
- Current Standard First Aid

Period of Employment

- Year-round

Wage

- \$16.25 – \$19.23 per hour

Ski-Leadership & Staff Development Trainer

Major Responsibilities

- Implement and plan lessons to potential instructors involving teaching fundamentals, theory and technical aspects of the sport
- Assist in the recruitment, selection and evaluation of program participants
- Directly supervise our Leadership programs – Jr Ski Instructor, Jr Snowboard Instructor & Instructor Prep.
- Responsible for conducting on hill sessions to assist current staff in reaching full skill potential
- Design and implement a certification preparation program for current staff

Qualifications

- Fully certified level 1 Coach (NCCP)
- Current level 1 C.S.I.A Evaluator
- Current level 1 C.A.S.I Evaluator
- Current level 2 C.S.C.F Race Coach
- Experience in coaching and youth leadership
- Degree or diploma in recreation or related field desired
- Current Emergency First Aid

Period of Employment

- October – March

Wage

- \$16.25 - \$19.23 per hour

MARCH BREAK

Location Supervisor

Major Responsibilities

- Supervise and administer the March Break program at a specific facility for children aged 6–12 years
- Assist in the orientation, supervision and evaluation of part-time staff
- Plan, coordinate, implement and evaluate special events

Qualifications

- Experience supervising children
- Post-secondary education in recreation or related field preferred
- Current Standard First Aid

Period of Employment

- February – March

Wage

- \$11.82– \$13.30 per hour

Instructor

Major Responsibilities

- Plan and implement the program at a specific facility for children aged 6–12 years in one of the following specialty areas:
 - gymnastics
 - drama
 - music
 - sports
 - creative arts
- Ensure that necessary equipment and supplies are available and maintained in a safe condition.

Qualifications

- Minimum two years experience in the specialty area, one of: gymnastics, sports, creative arts
- Current Emergency First Aid

Period of Employment

- March Break

Wage

- \$11.80 – \$13.30 per hour

Leader

Major Responsibilities

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

Qualifications

- Knowledge of crafts, sports, games and/or drama preferred
- Current Emergency First Aid

Period of Employment

- March

Wage

- \$10.25 – \$11.10 per hour

OLDER ADULTS

Fitness Instructors

Major Responsibilities

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

Qualifications

- Certified Fitness Instructor (according to the NFLAC Accredited Certification- ie: OFC, Can-fit-Pro, ACE)
- Experience in teaching a variety of fitness classes
- CPR certificate
- Current Emergency First Aid

Period of Employment

- Year – round

Wage

- \$24.41 - \$28.08 per hour

Aquafit Instructor

Major Responsibilities

- Plan, organize and conduct safe, enjoyable fitness classes for each age and level of ability
- 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, ACE)
- Certified – CALA or SPEEDO
- CPR Certificate
- Experience teaching aquafit classes
- Current Emergency First Aid

Period of Employment

- Year –round

Wage

- \$24.41 - \$28.08 per hour

Sports Instructors

Major Responsibilities

- Plan , organize and conduct technically sound programs in: volleyball, basketball, golf or badminton
- Assess and monitor participants and adjust program content accordingly

Qualifications

- Training experience in specific area to be taught
Degree, diploma or certification in specialized area desired
- Current Emergency First Aid

Period of Employment

- Year – round

Wage

- \$22.19 - \$28.08 per hour

Sports Leader

Major Responsibilities

- Organize and lead programs in one of the following sports: volleyball, basketball, golf or badminton
- Assess and monitor participants and adjust program content accordingly
- Complete and maintain program records and reports
- Assist in tournaments or special events

Qualifications

- Technical experience in a specific sport
- Teaching and leadership experience
- Level 1 coaching, 2nd year physical education, or related degree or diploma desired
- Current Emergency First Aid

Period of Employment

- Year – round

Wage

- \$11.10 - \$13.30 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 recommending that all staff wear CSA approved hockey helmets while on the ice.

Head Skating Instructor

Major Responsibilities

- On-site supervision and administration
- Instruction of CanSkate/CanFigureSkate and Power Skating programs
- Assist in staff orientation, supervision, and evaluation

Qualifications

- Good planning, organizational, instructional and supervision skills
- Knowledge of CanSkate/Learn to Skate/CanFigureSkate programs (or the equivalent of good skating ability)
- Skate Canada Preliminary Free Skate/Dance
- Previous experience teaching skating or PowerSkate programs
- Evaluate participants and complete achievement records
- Current Standard First Aid

Period of Employment

- October – March

Wage

- \$21.07 – \$25.49 per hour

Skating Instructor

Major Responsibilities

- Plan, organize, teach CanSkate/CanFigureSkate programs for a variety of ages and levels
- Evaluate participants and complete achievement records

Qualifications

- Good planning, organizational and instructional skills
- Knowledge of Learn to Skate/CanSkate/CanFigureSkate programs
- Possess CanFigureSkate badges and/or Learn to Skate Level 5 (or the equivalent of good skating ability)
- Current Emergency First Aid

Period of Employment

- October – March

Wage

- \$16.25 – \$20.70 per hour

Pleasure Skating Facility Supervisor

Major Responsibilities

- Plan, administer and supervise skating programs
- Assist in selection, evaluation and supervision of skating marshals
- Ensure that program facility, equipment and supplies meet health and safety standards
- Ensure safe program operation on and off ice

Qualifications

- Good skating ability
- Experience supervising staff and coordinating programs
- Strong interpersonal, administrative and problem solving skills
- Previous experience as a rink marshal preferred
- Current Standard First Aid

Period of Employment

- October – March

Wage

- \$11.10 – \$12.56 per hour

Pleasure Skating Assistant Facility Supervisor

Major Responsibilities

- Assist with the supervision and administration of the skating program
- Enforce program guidelines and safety regulations on ice
- Monitor and control access to the program and facility
- Give guidance to rink marshals

Qualifications

- Strong leadership, administrative and interpersonal skills
- Good skating ability
- Experience as a rink marshal preferred
- Current Emergency First Aid

Period of Employment

- October – March

Wage

- \$10.25 – \$10.71 per hour

SKATING (CONTINUED)

Rink Marshal

Major Responsibilities

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

Qualifications

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

Period of Employment

- October – March

Wage

- \$10.25 per hour

Skating Integration Facilitator

Major Responsibilities

- Promote positive attitudes towards integrating persons with disabilities into recreational programs
- Select appropriate programs and facilitate staff discussions regarding any adaptations required to meet participant needs
- Provide support for persons with special needs to access skating programs

Qualifications

- Experience working with individuals with disabilities (community/recreational setting preferred)
- Valid G driver's license and use of a vehicle preferred
- Knowledge of recreation program planning skills
- Proficient skating skills
- Current Emergency First Aid

Period of Employment

- September – June

Wage:

- \$11.09 – \$13.30 per hour

SKIING

Assistant Ski Centre Director

Major Responsibilities

- Assist in the recruitment, selection, training, supervision and evaluation of part-time staff
- Ensure that program facility, equipment and supplies meet health and safety standards
- Plan, coordinate, implement and evaluate special events
- Assist in the evaluation of programs and make program recommendations

Qualifications

- Certification with the C.S.I.A. (level II) and C.S.C.F. (level I)
- Good supervisory, organizational and communication skills
- Work or volunteer experience with any of the following is preferred: Canadian Ski Instructors Alliance, Ontario Ski Resorts Association, Canadian Ski Patrol System, Canadian Ski Council, Canadian Ski Coaches Federation, Canadian Association of Snowboard Instructors
- Current Standard First Aid

Period of Employment

- November – April

Wages

- \$19.58 – \$21.82 per hour

Preschool/Children Program Leader

Major Responsibilities

- Perform the set up and take down functions of the ski terrain program
- Ensure that necessary equipment and supplies are available
- To ensure effective public relations
- Provide assistance to clients and fellow staff

Qualifications

- Experience working with children
- Experience working with pre-schoolers
- Current Emergency First Aid

Period of Employment

- December – March

Wage

- \$10.25 - \$11.82 per hour

Ski School Supervisor

Major Responsibilities

- General administration of the ski school program
- Assist in staff recruitment, training and supervision
- Plan all programs and ensure that facility and equipment meet safety standards
- Maintain records and reports

Qualifications

- C.S.I.A. (level III) and C.S.C.F. (level II) certification
- Ski school management experience
- C.A.S.I. experience preferred
- Current Standard First Aid

Period of Employment

- November – March

Wage

- \$18.12 – \$22.19 per hour

Assistant Ski School Supervisor

Major Responsibilities

- Assist in coordinating the program and perform necessary administrative duties
- Evaluate participants and assign them to appropriate classes
- Assist in staff training, supervising and evaluating

Qualifications

- C.S.I.A. (level II) and C.S.C.F. (level I) certification; level III C.S.I.A. preferred
- Experience with a ski school
- Current Emergency First Aid

Period of Employment

- December – March

Wage

- \$15.50 – \$18.50 per hour

Downhill Ski Instructor/Snowboard Instructor/Coach

Major Responsibilities

- Plan, organize and conduct snowboard/ski lessons within C.S.I.A., C.S.C.F. and C.A.S.I. standards and the North York Ski Centre program criteria
- Evaluate participants and complete achievement and attendance records

Qualifications

- Minimum C.S.I.A (level I) and/or C.S.C.F. (level I) and/or C.A.S.I. (level I) Certification
- Experience teaching all ages preferred
- Current Emergency First Aid

Period of Employment

- December – March

Wage

- \$14.06 – \$23.66 per hour ski instructor
- \$12.56 - \$14.06 per hour snowboard instructor

SKIING (CONTINUED)

Skiing Integration Facilitator

Major Responsibilities

- Promote positive attitude towards integrating persons with disabilities into recreational programs
- Select appropriate programs and facilitate staff discussions regarding any adaptations required to meet participant needs
- Provide support for persons with special needs to access ski programs

Qualifications

- Experience working with individuals with disabilities (community/recreational setting preferred)
- Valid G driver's license and use of a vehicle preferred
- Knowledge of recreational program planning skills
- Proficient skiing skills
- Current Emergency First Aid

Period of Employment

- September – June

Wage

- \$11.09 – \$13.30 per hour

Ski Lifts and Facilities Attendant

Major Responsibilities

- Ensure safe operation of the lifts and ski centre
- Load skiers onto the chairlift, T-bar and rope tow
- Perform maintenance and routine janitorial duties
- To oversee lift staff and rotation schedule
- To oversee either opening or closing lift procedures

Qualifications

- Experience in operations of ski lifts preferred
- Current Emergency First Aid

Period of Employment

- December – March

Wage

- \$11.10– \$14.06 per hour

Rental Shop Supervisor

Major Responsibilities

- Assist in staff selection and training
- Ensure effective customer service
- Distribute and control program equipment and supplies
- Administrative duties and cash handling

Qualifications

- Working knowledge of ski equipment and products
- Completion of all major manufacturers' training certificate courses
- Experience preparing and fixing ski equipment
- Current Standard First Aid

Period of Employment

- November – April

Wage

- \$17.01 – \$19.23 per hour

Rental Shop Assistant Supervisor

Major Responsibilities

- Ensure that equipment is maintained and repaired
- Provide effective customer service
- Perform necessary administrative tasks
- Help train part-time staff

Qualifications

- Knowledge of ski equipment and other manufacturers' products
- Completion of all manufacturers' training certificate courses
- Experience handling cash
- Current Emergency First Aid

Period of Employment

- November –April

Wage

- \$14.06– \$16.25 per hour

Rental Shop Technician

Major Responsibilities

- Distribute, maintain and repair ski equipment and supplies
- Provide effective customer service
- Perform administrative tasks as necessary, including programs, records and reports

Qualifications

- Completion of all major ski manufacturers' training certificate courses
- Experience with hand tools and rental shops
- Current Emergency First Aid

Period of Employment

- December – March

Wage

- \$11.82– \$13.30 per hour

SKIING (CONTINUED)

Rental Shop Attendant

Major Responsibilities

- Provide effective customer service
- Distribute and control equipment in a safe manner
- Perform administrative tasks

Qualifications

- Rental shop experience preferred
- Current Emergency First Aid

Period of Employment

- December – March
- 2-35 hours per week

Wage

- \$11.10 – \$12.56 per hour

Pro Ski Patrol Supervisor

Major Responsibilities

- Oversee operation of the N.Y.S.C. patrol system
- Ensure the safety participants and enforce safety and health standards
- Plan, organize and conduct the Junior Ski Patroller program

Qualifications

- Certification from the Canadian Ski Patrol System
- Minimum two years experience with C.S.P.S.
- Strong parallel skier
- Ability to transport accident victims via rescue toboggan
- Current Standard First Aid

Period of Employment

- November – March

Wage

- \$17.01 – \$19.23 per hour

Pro Ski Patrol Assistant Supervisor

Major Responsibilities

- Ensure safety of participants and provide first aid
- Assist in staff selection, training and supervision
- Enforce safety regulations and ensure that the facility and program meet all health and safety standards
- Maintain records and reports
- Assist staff and participants on safe use of the lifts

Qualifications

- Certification from the Canadian Ski Patrol System
- Strong parallel skier
- Previous experience with the Canadian Ski Patrol System
- Physically capable of transporting accident victims via rescue toboggan
- Current Emergency First Aid

Period of employment

- December – March

Wage

- \$14.06 – \$16.25 per hour

Pro Ski Patrol Attendant

Major Responsibilities

- Ensure a safe environment and provide first aid
- Patrol ski slopes to ensure safety and health standards
- Enforce safety regulations and assist in use of lifts
- Perform administrative tasks

Qualifications

- Certification with the Canadian Ski Patrol System
- Strong parallel skier
- Physically capable of transporting accident victims via toboggan
- Current Emergency First Aid

Period of Employment

- December – March

Wage

- \$11.10 – \$13.30 per hour

SPORTS

Adult Sports Instructor

Major Responsibilities

- Plan, organize and conduct technically sound programs in: volleyball, basketball, golf or badminton
- Assess and monitor participants and adjust program content accordingly

Qualifications

- Training experience in specific area to be taught
- Degree, diploma or certification in specialized area desired
- Current Emergency First Aid

Period of Employment

- Year-round

Wage

- \$22.19 – \$28.08 per hour

Adult Sports Leader

Major Responsibilities

- Organize and lead programs in one of the following sports: volleyball, basketball, golf or badminton
- Assess and monitor participants and adjust program content accordingly
- Complete and maintain program records and reports
- Assist in tournaments or special events

Qualifications

- Technical experience in a specific sport
- Teaching and leadership experience
- Level I coaching, 2nd year physical education, or related degree or diploma desired
- Current Emergency First Aid

Period of Employment

- Year-round

Wage

- \$11.10 – \$13.30 per hour

Gymnastics Head Coach

Major Responsibilities

- Oversee the organization and instruction of gymnastics classes
- Evaluate and assist gymnastics coaches
- Ensure that program facilities, equipment and supplies meet safety standards

Qualifications

- Ontario Gymnastics Federation Coach Certificate Level I
- Experience coaching co-ed gymnastics
- OGF Level II Coach Certification or related studies desired
- Current Standard First Aid

Period of Employment

- September – May

Wage

- \$17.74 - \$20.70 per hour

Gymnastics Program Assistant

Major Responsibilities

- Provide administrative assistance, including record keeping and reports
- Assist in staff selection, training and supervision
- Help distribute, control and order equipment and supplies

Qualifications

- Experience teaching children
- Technical knowledge of gymnastics (OGF Level I or Level II preferred)
- Degree or diploma in recreation or related field desired
- Valid G driver's license and use of a vehicle
- Current Emergency First Aid

Period of Employment

- September – May

Wage

- \$14.77– \$19.96 per hour

SPORTS (CONTINUED)

Gymnastics Coach

Major Responsibilities

- Plan, organize and instruct gymnastics classes according to the OGF level system
- Evaluate participants and complete achievement records

Qualifications

- OGF Coaching Certification Level I
- Coaching experience in co-ed gymnastics
- OGF Level II Coaching Certificate or related studies desired
- Current Emergency First Aid

Period of Employment

- September – May

Wage

- \$12.56 – \$17.01 per hour

Gymnastics Kindergym Specialist

Major Responsibilities

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

Qualifications

- OGF Level I coaching certification
- Minimum two years coaching experience
- Experience working with children 6 months to 5 years old
- Current Emergency First Aid

Period of Employment

- September – June

Wage

- \$19.23 – \$23.66 per hour

Rhythmic Gymnastics Specialist

Major Responsibilities

- Plan, organize and instruct rhythmic gymnastics classes according to the OGF Level system
- Evaluate participants and complete achievement records

Qualifications

- OGF Coaching Certification Level I in Rhythmics
- Coaching experience
- Current Emergency First Aid

Period of Employment

- September – May

Wage

- \$12.56 – \$17.01 per hour

Martial Arts Instructor Level I

Major Responsibilities

- Help plan and conduct judo and/or karate classes for children
- Evaluate participants and complete achievement records

Qualifications

- Blue Belt, with accreditation from Judo Ontario and/or the Ontario Karate Association
- Sound knowledge of judo or karate skills and techniques
- Experience teaching children preferred
- Brown Belt preferred
- Current Emergency First Aid

Period of Employment

- October – May

Wage

- \$14.47 – \$19.96 per hour

Martial Arts Instructor Level II

Major Responsibilities

- Plan, organize and conduct basic to advanced judo and/or karate classes for children, providing a safe progression of skills
- Evaluate participants and complete achievement records

Qualifications

- Brown Belt, with accreditation from Judo Ontario and/or the Ontario Karate Association
- Two years experience teaching judo or karate
- Experience teaching children preferred
- Black Belt preferred
- Current Emergency First Aid

Period of Employment

- October – May

Wage

- \$20.70 – \$28.08 per hour

SPORTS (CONTINUED)

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

- \$20.53 per hour