



POLY CULTURAL

IMMIGRANT & COMMUNITY SERVICES

Job Posting

Position Title: Community Sport and Recreation Instructor (Contract)
(2 available positions)

Terms: Student Summer Job: 35hrs/wk. for 8 weeks only.

Duration: July 3, 2017 - August 25, 2017.

Hourly rate: \$11.40/hr.

Job Region: Mississauga

Organization Structure: Reports to the Program Manager

Scope: Lead recreation programs for a variety of age groups as a Sport Camp Leader. You will be partnered with an ECE teacher to promote health and well-being of young community members.

Responsibilities:

- Develop a plan of activities that promote health and well-being of young community members
- Introduce various sports at the recreational level to local community members
- Promote and engage community members in physical activities that focus on team building and leadership skills
- Monitor and report on activities under his/her supervision
- Provide an ongoing and final evaluation of introduced programs
- Provide weekly activity reports and incident reports (if any occur)
- Be responsible for use and maintenance of all program equipment
- Responsible for delivery/participation in all scheduled programs/activities.
- Responsible for daily duties such as greeting participants/parents, organizing equipment and distribution and collection of permission slips
- Liaise with Community Centre staff regarding programs/events
- Promote and create awareness of the agencies services, projects and programs
- Participate in training and planning sessions as required
- Work with centre staff and support community initiatives as required

Competencies:

- **Adaptability** - Changes behavioral style or method of approach when necessary to achieve a goal; adjusts style as appropriate to the needs of the situation. Responds to change with a positive attitude and a willingness to learn new ways to accomplish work activities and objectives
- **Communications** - Using a variety of communication styles and strategies to foster open communication, the exchange of information and discussion on an ongoing basis
- **Planning & Organizing/ Time Management** - Establishes a systematic course of action for self or others to ensure accomplishment of a specific objective. Sets priorities, goals, and timetables to achieve maximum productivity



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- *Service - Demonstrates strong commitment to meeting the needs of co-workers, managers, clients, or community members, striving to ensure their full satisfaction*

Qualifications:

- Applicants must be between the ages of 15 and 30 years of age (inclusive) at the start of employment
- Applicant was registered as a full-time student during the preceding academic year and intends to return to school on a full-time basis in September 2017(Note: Proof will be required)
- Eligible applicants must be a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act.
- Must be legally entitled to work in Canada
- Successful screening through a Police Criminal Records Check
- First Aid/CPR certificate or willingness to obtain
- At least one season/summer of experience leading children and youth in a recreation setting.
- Highly motivated, personable & well organized
- Experience working with the public, especially children and youth.
- Demonstrated ability to work independently and as a team member

Please forward your application on or before **Friday May 19, 2017** to the Hiring Committee with cover letter explaining your interest in this position as an attachment in MS Word in one document with the **file name: Last name first name** to:

Polycultural Immigrant & Community Services

17 Four Seasons Place, Suite 102

Toronto, Ontario

M9B 6E6

Email: **resumes@polycultural.org**

Polycultural reserves the right to post internally and externally.

In support of persons with disabilities, Polycultural asks that job applicants with disabilities who require accommodation in the recruitment and selection process, to please advise Human Resources, if contacted for an interview/testing, so that suitable accommodation can be arranged. (In compliance with AODA, 2005, Integrated Accessibility Standards). If you require assistance in sending your resume due to a disability, please contact Human Resources directly.

We thank everyone for their interest in Polycultural; however only those selected for an interview will be contacted.

Polycultural Immigrant & Community Services hires on the basis of merit and is committed to employment equity.

No Phone calls please