



## YMCA of Cumberland Job Posting

### Position Details

**Title:** Summer Student – Senior and Youth Recreation Leader

**Department:** Health, Fitness and Aquatics

**Reports to:** Manager of Membership Programs and Services

**Hours:** 30 hours per week

**Start date:** June 20, 2022 – August 26, 2022

**Salary:** \$14.35/hour

**Languages:** English

**Qualifications:** enrolled in post-secondary education relating to health sciences, social sciences or business administration. First aid, criminal record check, child abuse registry check.

The Senior and Youth Recreation Leader will be responsible for developing and coordinating a program designed to bring fitness classes to Seniors living in Assisted Living Facilities. Additionally, they will develop the curriculum and budget for a 5-week Youth Recreation Program for Cumberland County. They will be responsible for developing the marketing literature as well as working with our partners in the community to ensure that people are aware of both of these programs.

Duties will include (but are not limited to):

- Developing online resources for registration and program evaluation
- Liaising with Assisted Living Facilities to coordinate times to run the programs as well as with parents to register their children for the youth programming
- Responsible for booking programming space and ensuring that both programs are adhering to all necessary municipal, provincial and federal COVID-19 protocols and procedures
- Coordinating the in-person program and overseeing the work of a part time Youth Recreation Support Staff, including reporting hours and absences to management as well as making sure that they are following the curriculum is being taught properly.
- Communicating program and event information to both internal and external audiences
- Providing support in the Wellness Centre and Front Desk where needed.

**Personal Suitability:** Excellent oral communication, Judgement, Excellent written communication, Initiative, Effective interpersonal skills, Team player, Client focus, Flexibility.

**Additional Skills:** Administrative and office activities, knowledge of youth recreation, different sports and coaching would be considered an asset.

**Criminal Records and Child Abuse Registry checks will be required upon hiring.**

To apply, please email your cover letter and resume to [community@cumberland.ymca.ca](mailto:community@cumberland.ymca.ca)

We appreciate all applications, however, only those selected for an interview will be contacted.

**Deadline for Applications: 5:00 p.m. Friday April 22<sup>nd</sup>, 2022.**

*The YMCA of Cumberland is an equal opportunity employer that values the diversity of people and communities and is committed to excellence and inclusion in our Association. We are committed to an environment that is barrier free. If you require accommodation during the hiring process, please inform us in advance to arrange reasonable and appropriate accommodation.*