

## Assistant Instructor – Children's Programs

(Job # 2021-073-IE)

<b>Department:</b>	Leisure & Community Services
<b>Status:</b>	Temporary, Part time
<b>Date Posted:</b>	November 23, 2021
<b>Date Closing:</b>	<b>December 7, 2021 at 4:30 p.m.</b>
<b>Scheduled Hours/Shifts:</b>	Up to 24 hours per week, Sunday to Saturday, days/evenings/weekend shifts required
<b>Pay Rate:</b>	\$15.56 - \$17.51 per hour

**Draw on your passion. Shape our Town:** The Town of Whitchurch-Stouffville is one of Canada's fastest growing municipalities and as part of our diverse and highly engaged team, you'll have the opportunity to work on innovative projects that foster economic vitality, further a sustainable environment, enhance our public services and promote a healthy community.

**Position Purpose:** Reporting to the Recreation Programmer and/or Program Coordinator, you will assist with the instruction and supervision of programs while ensuring a safe and clean environment. You will also assist with program planning, ensure successful program implementation, complete participant evaluations as required, maintain excellent customer service and public relations at all times, and maintain statistical data (i.e., class lists, attendance, etc.).

### Qualifications:

- Minimum of three (3) months experience in sports/recreation field working with children/adults.
- Minimum of 16 years of age at time of employment.
- **Experience teaching any of: Karate, Skating, Basketball, Dance, Soccer and/or Archery**
- Sound knowledge of program planning process and delivery.
- Excellent interpersonal skills with the ability to deal courteously and effectively with all levels of staff, program participants and the general public.
- Available to work flexible hours (evenings and weekends) as required for program schedules.
- Must have a current Standard First Aid with CPR certification or willing to obtain.
- Successful police check is required.

**How to apply:** Please forward your resume in confidence **by December 6, 2021 at 4:30 p.m.** identifying Job # 2021-073-IE in the subject line to [hr@townofws.ca](mailto:hr@townofws.ca). We thank all applicants who apply for this position, but advise that only those applicants selected for an interview will be contacted.

**Committed to diversity and a barrier-free environment:** Whitchurch Stouffville is an equal opportunity employer committed to an inclusive, barrier-free recruitment and selection process and as we grow, it's important that our workforce reflect the citizens we serve. At the Town, we respect, encourage, and celebrate our diversity. If contacted for an employment opportunity, please advise if you require accommodation.

As a result of the COVID-19 pandemic and in support of the Town's commitment to a healthy and safe workplace, the Town has a vaccination requirement for all employees. Successful candidates will be made an offer of employment on the condition of being fully vaccinated against COVID-19. Fully vaccinated is defined as having received all of the required doses of a Health Canada approved vaccine and having received the final dose at least 14 days prior to November 1st, 2021.

Successful candidates will be asked to provide proof of full vaccination. In the event that that a candidate is unable to be vaccinated as a result of a ground protected by applicable provincial human rights legislation, the Candidate may submit a written explanation of the ground and any supporting documentation to determine if they are exempt from this requirement.