



Outdoor Centre Program Coordinator - Fall

Location: YMCA Wanakita, 1883 Koshlong Lake Road, Haliburton ON, K0M 1S0

Position Status: Seasonal Contract, with possibility of extension

Placement: August 25, 2025 to October 29, 2025

Rate of Pay: \$185/day

Position Description:

The Outdoor Centre Program Coordinator is a contract position responsible for assisting and providing guidance to the program instructor team as well as delivering and facilitating recreational and educational programs throughout the season. The Program Coordinator will work in conjunction with the Outdoor Centre Assistant Director and report directly to the Outdoor Centre Director. Come join our team and enter a workplace full of new opportunities and experiences!

What You'll do:

- Provide proactive leadership to the program team and act as a positive member of the entirety of the Wanakita team
- Ensure that Outdoor Centre operations and programs are safe and of high quality
- Assist with the planning, delivery and facilitation of staff training
- Staff management, including regular feedback and evaluation, staff appreciation events and performance management support
- Assist in preparing and orienting incoming staff to their roles
- Facilitate programs for school, adult, family and other special interest groups during week days and weekends;
- Act as the liaison with teachers and group leaders
- Provide site support including set up of all program areas and maintenance of trails and program equipment as well as assisting the site service staff in general site maintenance in and around the YMCA Wanakita Outdoor Centre;
- Maintain continuity and quality in programs by working co-operatively with all groups and other nonprogram Wanakita staff

What You'll Bring:

- Minimum certification is valid Standard First Aid with CPR-C
- Experience in camp, outdoor education/recreation/instructional field –experience in the Wanakita Outdoor Centre is required
- NLS, ORCKA Basic Canoe Instructor, greater or equivalent are considered assets
- Lifesaving Instructors considered an asset
- Challenge Course Practitioner Certificate from and ACCT accredited trainer is considered an asset
- Current (within 6 months of contract start date) vulnerable sector check (VSC) is a condition of employment

Room & Board: Housing is available on site during the contract period. Wanakita's Room and Board rate is \$85.25 per week inclusive of single-room accommodation and meals. Living on site is not mandatory, however, the incumbent must be readily available and present during assigned shifts.



All offers of employment will be subject to the provision that the successful incumbent provides the YMCA of Hamilton|Burlington|Brantford with a current and satisfactory Police Records Check. Positions responsible for the direct supervision of children and/or vulnerable persons will be required, in addition to a Police Records Check, to provide a Vulnerable Sector Screening Report at the time of hire. Police Records Checks are reviewed on an individual basis, and the offence(s), if any, is considered in the decision-making process in relation to the requirement of working with children; therefore, not eliminating all candidates with a record from being offered a position.

Ready to Make a Difference? This is your chance to play a critical role in shaping a thriving, inclusive workplace where employees feel supported and empowered. If you're passionate about people and excited to lead impactful initiatives, we want to hear from you!

Don't meet every requirement? Studies have shown that women and people of colour are less likely to apply to jobs unless they meet all qualifications. If you are excited about the role, but your resume doesn't align perfectly with every qualification in the description, apply anyway. You may still be the right candidate for this or other roles!

Interested in applying?

Please submit your resume as soon as possible but otherwise by: **August 5, 2025**, to the of attention of Sandra Dabrowski, Outdoor Centre Director via email at Sandra.dabrowski@ymcahbb.ca

We thank all applicants, however, only those considered for an interview will be contacted.

The YMCA of Hamilton|Burlington|Brantford is committed to creating an inclusive, diverse, equitable and accessible environment. All qualified applicants will receive consideration for employment without regard to race, colour, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or neurodiversity. We understand the social barriers preventing individuals from applying for open roles. We encourage those from the Indigenous, 2SLGBTQIA+, BIPOC, and Disabled communities to apply. If you need any accommodation throughout the recruitment process, please do not hesitate to contact our People, Leadership and Culture Department plc@ymcahbb.ca