

**Outdoor Centre Assistant Director****Location:** YMCA Camp Wanakita, 1883 Koshlong Lake Road, Haliburton ON, K0M 1S0**Position Type:** Full Time, Salaried Permanent**Position Grade:** Grade 4**Starting Salary:** \$52,967 annually**Position Overview:**

We believe that it is through the power of our amazing people that the #YSavesLives. By joining the Program and Operations team, you will contribute to making our Y the best place to work.

Working closely with the Outdoor Centre Director, The Outdoor Centre Assistant Director will work as a leader among all YMCA Wanakita Outdoor Centre staff members and will assist with providing guidance and support to Wanakita's team of Program Instructors. The Assistant Director will participate in key decision making on a regular basis impacting aspects of Outdoor Centre programming and in the absence of the Outdoor Centre Director will be responsible for the site and programs.

This position is a year-round role focusing on preparation and delivery of YMCA Wanakita's Outdoor Centre Program. The role will require the successful candidate to live in residence on site or locally in the Haliburton Highlands area. A room and board package is available.

**What You'll Do:**

- Ensure that Outdoor Centre operations and programs are safe and of high quality.
- Liaise with groups prior to arrival to plan and coordinate the details of their experience.
- Provide leadership to the program team and act as a positive member of the entirety of the Wanakita team.
- Provide active input into program development, implementation and delivery.
- Planning, delivery and facilitation of staff training.
- Assist in creating and delivering staff development sessions.
- Assist in preparing and orienting incoming staff to their roles.
- Assist with program delivery and program maintenance.
- Staff management, including regular feedback and evaluation, staff appreciation events and performance management support.
- Coordinate and provide support to other staff members and departments in order to ensure effective operation of the Outdoor Centre, including site and program equipment maintenance.
- Effective and timely administration and organization.
- Demonstrate strong support and commitment to the mission and core values of YMCA Wanakita, the YMCA of Hamilton/Burlington/Brantford and the YMCA in Canada.

**What You'll Bring:**

- Two (2) year post-secondary education in a related field OR equivalent experience.
- Experience in Outdoor Recreation/Education program planning and delivery.
- Two (2) or more years of supervisory experience.
- Experience in facilitating outdoor programming in all seasons.
- Challenge Course Facilitator Level 2 Certification from an ACCT accredited trainer or willingness to obtain within a reasonable period of timeframe once an offer has been made.
- G Class License with clean driver's abstract.
- Standard First Aid & CPR-C.
- National Lifesaving Society (NLS) Certification.
- Vulnerable Sector Check as per Association policy.
- Comprehensive understanding of camping operations and strong public relations- abilities
- Proficiency with Microsoft Office, internet tools, and email platforms.
- Exceptional organizational and time management capabilities.
- Advanced interpersonal and communication skills, including clear written and verbal communication.
- Ability to effectively work in adverse environmental conditions (i.e rain, snow, extreme cold, extreme heat, many bugs, etc.).

**Additional qualifications (assets):**

- ORCKA Instructor or equivalent in Canoeing or Kayaking.
- Basic maintenance of programming equipment.
- Wilderness First Aid/Responder.
- Lifesaving Society, Red Cross and/or YMCA Swim Instructor Certification.
- F-Class Driver's License.
- Swift Water Rescue Technician Certification or equivalent.

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 people 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.



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### **Ready to Make a Difference?**

The YMCA is a charity that ignites the potential in people. #YSavesLives starts with building a strong community. If you're passionate about creating a vibrant and healthy community where everyone thrives, we want to hear from you!

**Interested in applying?** Please submit your resume to Sandra Dabrowski, Outdoor Centre Director, YMCA Wanakita at: [sandra.dabrowski@ymcahbb.ca](mailto:sandra.dabrowski@ymcahbb.ca) by the closing date of **February 11th, 2026**.

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](mailto:plc@ymcahbb.ca)



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