

Outdoor Centre Program Coordinator

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

Position Type: Full-time, Contract, Possibility of Extension

Placement: 1 Year: April 2024 - April 2025

Starting Salary: \$46,800 annually- \$180/day

Position Description:

The Outdoor Centre Program Coordinator will work closely with the Outdoor Centre Director Team as a leader among all YMCA Wanakita staff members. The Program Coordinator is responsible for assisting and providing guidance to the program instructor team as well as delivering and facilitating recreational and educational programs throughout the seasons. The Program Coordinator will report directly to the Outdoor Centre Director Team.

Benefits & Perks

We offer an array of total rewards to recognize loyalty, longevity, and passion for the work we do:

- Paid Vacation Entitlements
- Opportunities for career advancement
- Group health and benefits plans (includes medical, dental, and prescription medication, subject to eligibility)

In this position, you will:

- Provide 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
- Provide active input into the development, implementation and delivery of programs
- 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 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 non-program Wanakita staff.

You bring:

- Minimum certification is Standard First Aid with CPR C; and Pleasure Craft Operator's Card;
- Experience in camp, outdoor education/recreation/instructional field
- NLS, ORCKA Basic Canoe Instructor, Camp Canoe Instructor, Canoe Tripping 2, 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

Interested in applying?

Please submit your resume **by April 14, 2024 attention:**

Sandra Dabrowski, Outdoor Centre Director at sandra.dabrowski@ymcahbb.ca

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