



YMCA of Central East Ontario
Belleville Branch

POSITION VACANCY: Supervisor, Adult and Youth Health & Fitness Programs

EFFECTIVE: January 1, 2019

REPORTS TO: General Manager

STATUS: Full Time

To work for the YMCA of Central East Ontario is to:

- work in a diverse and socially inclusive environment
- help create meaningful opportunities that impact the lives of individuals
- help increase the health of our communities
- feel appreciated as an individual
- work in an environment where you can make a meaningful contribution
- have work-life balance and a family friendly environment to help you balance your personal and work commitments
- make a difference in your community

You can accomplish all of this while having fun in a challenging and dynamic atmosphere!

Overview:

The YMCA of Central East Ontario is a charity dedicated to strengthening the foundations of community by being a recognized leader and valued partner in the development of healthy communities. This position requires a commitment to the Y mission and core values of caring, honesty, inclusiveness, respect, responsibility, which form the foundations of all Y programs and services.

What you will do:

In this position, you will be responsible for the delivery and development of the YMCA's adult and youth fitness programs. Specific responsibilities include:

- Creating and implementing adult programming that stimulates membership growth and retention
- Representing the YMCA in the community (events, information fairs)
- Relationship building and regular contact with members, participants, volunteers, and staff. Assessing and exceeding the expectations of members
- Instructing fitness classes or programs on regular basis
- Program promotion
- Staff recognition and appreciation on a regular basis
- Assist with:
 - Leadership in coaching, mentoring, and supporting the Adult fitness team and youth fitness leaders
 - Administrative duties related to scheduling and programming
 - Planning, development, implementation, and evaluation of programs
 - Fitness department and youth department budget preparations

What you will bring to the position:

- Group fitness certification (YMCA, OFC, Can-Fit Pro)
- 2-4 years' experience in the health, fitness, and recreation field
- Experience leading various fitness programs
- Excellent customer service and communication skills
- Excellent organization and interpersonal skills
- Computer literate and working knowledge of Microsoft Word/Excel/Onedrive/Outlook

Working Conditions:

- Clear Criminal Reference Check with Vulnerable Sector Check
- Standard First Aid and CPR C

Core Competencies:

- Commitment to Organization Vision and Values
- Integrity
- Initiative
- Concern for Health & Safety
- Quality Focus

What the YMCA of Central East Ontario has to offer:

- Pension plan is offered to all once staff qualify
- YMCA membership for you and your dependents
- Staff discounts for childcare, camp, and programs
- Health, Rx, vision, dental, long term disability, and life insurance for full time, permanent employees
- Employee Assistance Program
- Training and development opportunities
- A rewarding job

All interested candidates are to submit a resume to:

Carly Butterworth

HR Manager

carly.butterworth@ceo.ymca.ca

Applications will be received until Monday, December 10, 2018

We appreciate your interest in a career opportunity with the YMCA of Central East Ontario. Please note that with the high amount of applicants we typically receive, only those selected for an interview will be contacted.

The YMCA of Central East Ontario is committed to an environment that is barrier free; if you require accommodation during the hiring process, please inform us in advance so that we can arrange reasonable and appropriate accommodation. The YMCA of Central East Ontario values the diversity of people and communities and is committed to excellence and inclusion in our Association.