



APPLEGROVE COMMUNITY COMPLEX

60 Woodfield Road, Toronto, Ontario M4L 2W6

416-461-8143 www.applegrovecc.ca

JOB POSTING

Applegrove Summer Day Camp

Summer Job Opportunity – Sports Specialist (1 position)

POSITION SUMMARY

Sports Specialist will be responsible for planning, implementing and supervising sports-related activities and special events that encourage physical-activity for groups of children and youth ages 6 – 15 years.

MAJOR RESPONSIBILITIES

Working as part of a team, to:

- Help plan, coordinate and implement sports-related programming and events appropriate for the age, skill level and interests of participants
- Ensure the safety of participants at all times
- Prepare, maintain and submit all reports and statistics in an organized and timely fashion
- Deal sensitively and effectively with participant behaviours
- Keep Senior and Junior Counsellors, Camp Coordinator and Child and Youth Worker informed on participant progress, issues and concerns

KNOWLEDGE, SKILLS AND EXPERIENCE

- Experience working directly with children and youth aged 6 to 15 years
- Must be able to plan, implement and supervise sports-related activities and events designed to promote physical-activity and meet the skills and behavioural needs of the participants
- Assets include:
 - Knowledge of or participation in a variety of sports programs
 - Current First-Aid and CPR Certification.
 - Knowledge of Microsoft Office.
 - Knowledge of the Queen and Greenwood community and experience with Applegrove programs.

TERMS OF EMPLOYMENT

Hours per Week: 15-30 hours per week, June 17 to August 23, 2024
Hours of Work: Monday to Friday between 9 am and 6 pm (days and times to be confirmed)
Hourly Rate: \$16.55
Reports To: Program Director

Charitable Number: 10671 8943 RR0001

Other Requirements:

- As “Summer Program Staff”, these positions are excluded from CUPE Local 2998
- Vulnerable Sector Screening (cost to be covered by Applegrove)
- Must be currently enrolled in a secondary, or post-secondary institution or within six months of graduation and have reached the age of 15 upon commencement of employment

APPLICATION INSTRUCTIONS

Provide your cover letter and resume by email or mail by midnight on Friday, May 10 to:

Josh Grainger, Child and Youth Program Coordinator

Applegrove Community Complex

60 Woodfield Road, Toronto, Ontario, M4L 2W6

Email: childandyouth@applegrovecc.ca

For email submissions please use the subject line “Sports Specialist” and provide your cover letter and resume as one PDF document.

Applegrove is an equal opportunity employer and encourages applications from diverse candidates.

In accordance with Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act, 2005, and the City of Toronto’s Accommodation Policy, accommodation will be provided in all parts of the hiring process. Applicants are asked to make their needs known in advance.