

Outdoor Centre Program Coordinator- Winter

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

Position Status: Seasonal Contract, Possibility of Extension

Placement: December 27, 2024- March 16, 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 will you 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 non-program Wanakita staff

What will you bring:

- Minimum certification is Standard First Aid with CPR C;
- Experience in camp, outdoor education/recreation/instructional field
- Experienced and familiar with the inner-workings of the Wanakita Outdoor Centre
- Challenge Course Practitioner Certificate from an 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.

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 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: November 18, 2024 attention: Sandra Dabrowski, Outdoor Centre Director at Sandra.dabrowski@ymcahbb.ca

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