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POSTING EXTERNAL

### FULL TIME FITNESS PROGRAM COORDINATOR

The BGC Niagara is seeking candidates to carry out the duties of Full Time Fitness Program Coordinator at Boys and Girls Club Niagara - EJ Freeland Community Centre (1555 Garrison Rd. Fort Erie).

Position Overview:

The Fitness Program Supervisor is responsible for the safe, effective, and efficient delivery of recreation and community programs and services at the EJ Freeland Centre in Fort Erie. The position is accountable to the Centre Manager.

Qualifications:

- 3 years' experience in leading fitness programs
- Post-secondary diploma/degree in physical education, kinesiology, recreation and leisure or related field
- Experience in budgeting and facility management is an asset
- Current Police Clearance with Vulnerable Sector Screen that is obtained within the last 6 months (Note: there is currently an 8-12-week delay in processing with the Niagara Regional Police)
- Current Standard First Aid and CPR Level C
- HIGH FIVE Principles of Healthy Child Development (can obtain after hire)
- Nationally accredited Group Fitness Certification (an asset)
- Personal Training/Individual Strength and Conditioning Certification (an asset)
- Experience working directly with children and/or delivering children's programming
- Valid driver's license and access to personal vehicle
- Working knowledge of applicable legislation
- Must provide immunization records

Terms of Employment

- \$18.18 - \$19.18/hr.
- Full Time
- Comprehensive benefits package after 3 months
- Access to company RRSP

Duties and Responsibilities:

- Deliverables include but are not exclusive to:
- Ensure course outlines and lesson plans are available for all programs and services;
- Maintain accurate records
- Prepare participant evaluations
- Program employees are trained and supervised in practices in connection with health and wellness;
- Facilities and equipment are clean and in good repair;
- Service Providers are accessed, accurate records are forwarded;
- Fitness Centre opening and closing check lists are completed and documented;
- Fire and Emergency Response duties are completed and documented;

Interested Candidates should apply by sending a cover letter and resume to [employment@bgcn.ca](mailto:employment@bgcn.ca) by no later than November 25, 2022 @ 4pm

The BGC Niagara is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environment. We will accommodate the needs of the applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. Please advise the Human Resources Department to ensure your accessibility needs are accommodated throughout this process. Information received relating to accommodation measures will be addressed confidentially.