

POSTING INTERNAL/EXTERNAL

AQUATICS AND COMMUNITY PROGRAMS MANAGER

The Boys and Girls Club of Niagara is seeking a candidate to carry out the duties of Aquatics and Community Programs Manager at the EJ Freeland Fort Erie site.

Position Overview:

- **The Aquatics and Community Programs Manager is responsible for the safe, effective, and efficient delivery of aquatics, sports, recreation and community programs and customer service.**
- **Full-time Hourly position (37.5 – 44 hours per week).**
- **Hourly Compensation starts at \$25.21;**
- **Management of 2-3 direct reports, over 10 indirect reports.**
- **This position includes a comprehensive benefits package after 3 months. Additionally, this position has an opportunity to participate in a company-matched retirement savings plan after 3 months.**

Qualifications:

- This position requires at least three years of supervisory experience in programming and team management
- Post-secondary diploma/degree in child and youth, sports and recreation 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 a 6-8 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)
- National Lifeguard certification
- Swim Instructor certification
- Food Handler's certification (can obtain after hire)
- Experience working directly with children and/or delivering children's programming
- Certified Pool Operator designation is an asset
- Valid driver's license and access to personal vehicle
- Working knowledge of applicable legislation
- Must provide immunization records



Opportunity
Changes
Everything

Duties and Responsibilities:

Deliverables include, but are not exclusive to, the following:

- Overseeing the delivery of BGCN aquatics, Community, sports and recreation programs;
- Ensuring compliance with Life Saving Society, HIGH FIVE and applicable government agencies;
- Monitoring best practices;
- Analyzing performance reports and adjusting programs to remain within budget;
- Revenue, expenses, purchase orders, invoices are processed and monitored weekly;
- Payroll is accurate and submitted in a timely manner;
- Providing leadership to Club supervisors;
- Providing input to program content and infrastructure.

Application:

Please send a cover letter and resume to employment@bgcn.ca by **e-mail** quoting the job title in the subject line no later than March 31th, 2023.

Website: www.bgcn.ca

Why Work at the BGC Niagara?

As part of Canada's largest child and youth-serving agency, BGC Niagara is a charitable, community-supported organization dedicated to helping children and youth reach their full potential.

Since 1960, the BGC Niagara has provided a broad spectrum of services for children and youth 0 – 24 years of age, including food, shelter, transportation, childcare, aquatics, recreation, physical activity, leadership, and life skill programs.

Today, BGC Niagara serves vulnerable children and youth across the Niagara Region. As a leading provider of quality programs for children and youth, BGC Niagara offers transformative experiences that are accessible, reliable, and open to all, with a focus on providing safe places where kids can develop confidence, gain skills, and experience success.

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The Boys and Girls Club of 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.