

POSTING INTERNAL/EXTERNAL

FULL TIME AQUATICS AND COMMUNITY PROGRAM SUPERVISOR

BGC Niagara is seeking candidates to carry out the duties of the Full Time Aquatics, Recreation and Community Program Supervisor at BGC Niagara – Fort Erie EJ Freeland location (1555 Garrison Road, Fort Erie ON)

Position Overview:

The Aquatics, Recreation and Community Program Supervisor is responsible for the safe, effective, and efficient delivery of aquatics, sport and recreation and community programs and services at the Fort Erie EJ Freeland Centre. The position is accountable to the Aquatics and Community Programs Manager.

This is a full-time hourly position and compensation is \$22.71 – \$24.71 per hour. This position requires at least three years of experience in programming and team management and a post-secondary diploma/degree in child and youth, sports and recreation or a related field. Experience in budgeting and facility management is an asset.

Qualifications:

- 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)
- National Lifeguard certification
- Lifesaving Swim Instructor certification
- Current Standard First Aid and CPR Level C
- Food Handler certification (can obtain after hire)
- Experience working directly with children and/or delivering children's programming
- Certified Pool Operator is an asset
- Must provide immunization records
- A valid driver's license and access to a personal vehicle
- Working knowledge of applicable legislation

Duties and Responsibilities:

Deliverables include but are not exclusive to:

- Purchase supplies and services within the framework of project plans;
- Monitor revenue and expenses weekly;
- Schedule programs, services and special events;



Opportunity
Changes
Everything

- Ensure schedules are consistent with annual project plans including length of class, length of session and number of participants accommodated;
- 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;
- Aquatics and Community 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, no later than December 10, 2023.

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.