



A sport, fitness and life skills facility for people of all abilities.  
varietyvillage.ca

## Job Posting 2 Full-time Positions

**Title:** Senior Program Instructors – Fieldhouse  
**Reports to:** Coordinator, Community Based Programs  
**Status:** Full-time, 35 hours per week  
**Location:** Variety Village, Scarborough, ON

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### Who we are:

*Located in southwestern Scarborough, Variety Village is an inclusive, adaptive and family-friendly facility serving more than 30,000 individuals each year. With approximately one-half of its members with a disability, Variety Village has had, and continues to have, a profound impact on the lives of adults and children with disabilities and their families. Variety is seeking an enthusiastic, goal-driven individual to join the team responsible for ensuring a positive and safe experience for our members.*

### Summary:

Variety Village is currently seeking two full-time Senior Program Instructors for our afternoon, evening, and weekend programming. The instructor will assist the coordinators in providing support and assistance to part-time staff and helping grow, strengthen and/or support the programs offered by Variety Village.

### Responsibilities include, but are not limited to:

- Facilitating safe, inclusive/adapted, and active programming;
- Overseeing, coaching, and supporting part-time staff as needed;
- Completing administrative duties as required;
  - Developing lesson plans, recording attendance, assisting Coordinators with administrative tasks;
- Organizing, maintaining, and auditing the equipment inventory used by programs;
- Understanding and following emergency protocols, policies and procedures established by Variety Village;
- Responding to emergency situations and providing first aid as required;
- Providing customer service, communication and assistance to members as needed;
- Attending and participating in staff meetings and training as required by the facility, including seasonal staff in-service;
- Participating in company training that includes Health & Safety, AODA, Crisis Prevention & Intervention (CPI) and Plan to Protect;
- Other duties as assigned.

### Key Competencies and Qualifications:

- Post-secondary education in Recreation / Leisure, Sports Administration, Physical Education a strong asset;
- Current and valid Standard First Aid w. CPR-C certification;
- Airway management, Lifesaving and First Aid Instructors qualifications, and/or Crisis Prevention & Intervention training a strong asset;
- Minimum of two years working in community recreation and programming;

- Excellent leadership, communication and organizational skills;
- Ability to adapt activities and programming for participants with disabilities;
- Experience working with individuals with disabilities a strong asset;
- Able to work independently as an effective employee;
- Dependable, reliable and punctual.

To apply, submit your resume along with a letter to application, and a copy of your certifications to the email address below. Applicants should be prepared to participate in a multi-step interview process. Successful applicants will be required to complete a criminal record check.

[humanresources@varietyontario.ca](mailto:humanresources@varietyontario.ca)

Please note that requests for accommodation can be made at any stage of the recruitment process providing the applicant has met the requirements outlined in the job posting. Applicants should make their requirements known when contacted.

Only those individuals selected for an interview will be contacted, but we take this opportunity to sincerely thank all who applied for their interest.

To learn more about Variety Village, please visit [www.varietyontario.ca](http://www.varietyontario.ca)