



Key Details:

Job Title: Lead Instructor, Adult Day Program

Type: Contract, 4 month, 35 hours per week

Location: 3701 Danforth Avenue, Scarborough, ON M1N 2G2. This is a fully on-site position. The successful candidate is required to work from the Variety office during regular business hours.

Salary: \$20.00 - \$25.00 per hour, based on experience and qualifications

Deadline: Submission of cover letter and resume are due no later than May 15, 2026.

Reports to: Coordinator, Life Skills and Respite Programs

Vacancy: This is a position to be filled.

AI Disclosure: Variety does not use artificial intelligence or automated tools to screen, assess, or make hiring decisions. All applications are reviewed by our hiring team.

Variety is committed to building an inclusive workplace that embraces diversity, values differences, and supports the full participation of all employees. We welcome applications from those who are passionate about contributing to a workplace culture where everyone feels valued and included. We welcome applications from racialized persons/persons of colour, Indigenous persons, persons with disabilities, 2S & LGBTQIA+ persons, and anyone who can add to the diversity of our team. We offer accommodations to applicants with disabilities throughout our hiring process, upon request. More information about Variety is available at www.varietyonario.ca

We thank all candidates for their submission. Only shortlisted candidates will be contacted with further details regarding the next stage(s) in the interview process, which will include in-person interviews and a practical component.

About Us:

VARIETY GROUP OF COMPANIES OVERVIEW

There are three companies that make up the Variety Group of Companies (Variety):

- Variety - the Children's Charity (Ontario)
- Variety Village
- Variety Club of Ontario – Tent 28

Variety - the Children's Charity (Ontario) supports programming for children with a disability at Variety Village and throughout the province. Variety programming is inclusive and powered by

sport, transforming the lives of individuals and families, while creating more inclusive communities across Ontario.

Variety -the Children's Charity (Ontario) is funded through individual donors, corporate sponsorship, fundraising activities, federal and provincial governments, and foundations.

Variety - the Children's Charity (Ontario) is part of an international charity that has been in operation since 1928. The charity began in Pittsburgh and spread throughout the United States. The chapter in Ontario was the first chapter outside the United States and is now one of the 5 Variety Chapters in Canada. It was founded in 1945, and the original mission of the charity was to build a school for boys with a disability who could not receive an education in the mainstream school system. The school was called Variety Village.

Variety Village operated as a school until it became a centre of para-sport excellence.

Since the 1970s, Variety athletes and coaches have represented Canada at every summer Paralympic games. Currently, Variety Village is a 170,000 square foot facility and operates as a fitness centre for the general community as well as offering programs, training and camps for children of all ages and abilities.

Vision Statement:

“A Welcoming Community and World-Renowned Facility that Empowers All.”

Mission Statement:

“As a Charity, we embrace a people first philosophy, prioritizing inclusivity and support for all. Our Mission is to empower individuals to connect, thrive, and achieve their personal bests.”

Values:

Inclusivity: We host events, deliver programs, and create programs for all.

Respect: We foster a culture of mutual and equal respect.

Trust: We create a safe and trustworthy environment for active participation and are a trusted source of expertise.

Empowerment: We facilitate personal growth and development.

The Opportunity:

The Adult Day Program at Variety Village is a participant-centered, inclusive program that supports adults in building independence, life skills, and meaningful community connections. Through a supportive and engaging environment, participants develop physical, social, emotional, and practical skills that enhance their quality of life. Programming is flexible and responsive to each participant's goals, strengths, and interests, with a focus on fostering independence, confidence, and a strong sense of belonging.

Participants engage in real-world, experiential learning through daily routines, community participation, and vocational opportunities. The program emphasizes skill development in areas

such as communication, self-advocacy, health and well-being, and community engagement, while maintaining strong collaboration with families and caregivers.

The program is offered through two streams to support different levels of intensity and progression:

- A Monday, Wednesday, Friday stream, designed to be completed over 3 years
- A Tuesday and Thursday stream, designed to be completed over 5 years

Program Focus Areas:

- **Healthy Living, Independence & Physical Literacy** – Daily living skills, routines, health, and safety
- **Belonging, Relationships & Community** – Social skills, communication, and connection
- **Vocational Skills & Pathways** – Job readiness, volunteering, and responsibility
- **Transit Training & Community Navigation** – Safe and independent community access

As part of a team of three Lead Instructors, this role is responsible for delivering safe, engaging, and inclusive programming for young adults with developmental disabilities. The position focuses on supporting participants to build life skills, increase independence, and develop confidence, while monitoring and documenting individual progress. The Lead Instructor also contributes to the ongoing development, evaluation, and implementation of program structure and curriculum.

Key Areas of Responsibility

Program Planning & Development

- Contribute to the design, evaluation, and ongoing improvement of program structure, curriculum, and delivery methods.
- Develop individualized goals that promote participant independence, life skills, and employment readiness.
- Track and assess participant progress using effective evaluation methods (individual and group).
- Adapt lesson plans to meet diverse needs and enhance participant engagement.
- Stay current with best practices in adaptive, integrated, and employment-focused programming.

Program Delivery

- Lead safe, engaging, and inclusive activities for young adults with developmental disabilities.
- Create a positive, stimulating learning environment that encourages participation, skill development, and workplace readiness.
- Facilitate meaningful social interactions among participants.
- Support and participate in offsite excursions, including community-based and placement-related activities.

Participant Support & Engagement

- Support the development of life skills, independence, self-confidence, and employability skills.
- Monitor and document participant progress and outcomes.

- Build strong relationships with participants and families, including participation in parent/guardian meetings.
- Support the intake process, including applicant interviews and onboarding with participants and families.
- Prepare participants for volunteer and job opportunities through resume building, interview preparation, and workplace skill development.

Community & Employment Integration

- Seek and develop volunteer and job placement opportunities aligned with participant goals and abilities.
- Build and maintain relationships with community partners and placement sites.
- Support participants in placements by attending alongside them as needed, facilitating successful integration and skill application.
- Provide ongoing coaching and feedback to participants within real-world settings.

Safety & Risk Management

- Maintain a safe environment by actively supervising participants at all times.
- Follow all organizational policies, procedures, and safety protocols.

Teamwork & Collaboration

- Collaborate effectively within the Day Program team to deliver high-quality programming.
- Provide guidance and mentorship to volunteers and students.
- Contribute to a supportive team environment by offering and seeking support as needed.

Administration & Operations

- Attend and actively participate in team and departmental meetings.
- Complete additional duties as assigned to support program and operational success.
- Perform other related duties as required to support departmental initiatives and organizational needs.

Education and Experience

- Post-secondary education in Social Work, Education, Child and Youth Care, or a related field is considered a strong asset.
- Current Standard First Aid and CPR-C certification (or willingness to obtain).
- An equivalent combination of education and experience will also be considered.
- Experience supporting individuals with diverse abilities and varying support needs.
- Experience in adapted physical education and/or inclusive program instruction.
- Experience designing and delivering participant-centred and inclusive programming
- Experience developing and implementing methods to track participant progress and outcomes is an asset.

Key Competencies

- Strong leadership, communication, and organizational skills.
- Proven ability to work collaboratively in a team environment.
- Reliable, dependable, and professional in all interactions.

- Strong problem-solving skills and sound judgment.
- Commitment to inclusion, accessibility, and participant-centred service delivery.
- Ability to adapt and remain flexible in a dynamic environment.
- Flexible to work a consistent schedule, primarily Monday to Friday, 8:30 a.m. to 4:30 p.m.

How to Apply:

Expressions of Interest should include a resume and cover letter addressed to Human Resources at humanresources@varietyontario.ca