



Recreational Convenor (Summer 2022)

Vaughan Soccer Club Inc.

PO Box 852, 11151 Keele St., Maple, ON, L6A 1S8

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www.vaughansoccer.com

Job Title: Recreational Convenor

Job Type: Seasonal

Closing Date: April 15, 2022

Salary: \$14.10 -16.50/hour

Hours of work: up to 15 hours per week

Schedule: Monday – Friday, 6:00pm-8:30pm, Saturday 8:30am-1:30pm (End of May to End of August)

Position Overview

Under the guidance of the Recreational Department, responsible for the overall operation of centralized training sessions and gamedays, supervising of participants and staff, ensuring documentation is completed as necessary and management of supplies.

Ensure a safe environment, provide support to participants, contribute to a fun and knowledgeable experience, and liaise information from the Recreational Department to parents/guardians as needed.

Should be enthusiastic and have experience leading or running activities with children. Must be flexible to work a range of hours.

Qualifications and Experience

- Experience in a supervisory role in a related field is considered an asset
- Ability to deal with staff, parents/guardians, participants and general public in a courteous and effective manner
- Excellent organizational skills and ability to deal with multiple tasks at once
- Excellent communication, interpersonal, instructional, written and program delivery skills
- Current Standard First Aid and CPR-C certification is considered an asset
- Current Police Vulnerable Sector Check Screening
- A minimum of 1-2 years' experience working with children/youth
- Experience playing soccer
- Other duties as assigned

The Application Process

To apply, please complete the seasonal application form and send a resume, cover letter (optional) and any additional certificates/documents to Sarah Pellegrini, at sarah.pellegrini@vaughansoccer.com

Please note that although we thank all applicants, only those considered for an interview will be contacted.

Vaughan Soccer Club values the diversity of people. We welcome and encourage applications from people with disabilities. Accommodation will be provided, on request, to support candidates taking part in all aspects of the selection process. All responses will be handled with strict confidence.