

University Settlement

23 Grange Road, Toronto ON M5T 1C3
Telephone: 416-598-3444 Fax: 416-598-4401
Website: www.universitysettlement.ca
Charitable #: 119279412RR0001



Over 100 Years of Service in the Community

Posted: March 20, 2019
Job Title: Recreation Supervisor/Aquatics
Reports to: Director of Recreation and Facilities

Overview:

University Settlement is a multi-service agency that was founded in 1910 and has the distinction of being one of the first community-based social service centres in the City of Toronto. The organization's three offices are part of culturally rich and vibrant neighborhoods in downtown Toronto and North York.

With a full-time and part-time staff of approximately 150, University Settlement delivers programs to address the needs of more than 10,000 unique users annually in a number of diverse areas including settlement services, English language classes, children's programs, employment training, senior services, music and arts education, daycare and recreation programs.

The Recreation Department offers a wide variety of programming for children, youth and adults. From drop-in activities such as basketball and badminton, or classes (yoga and belly dance); Camp and After School programs for children, and our full service Fitness Centre, the recreation programs serve a wide cross section of our community. The Aquatics Department programming includes, but is not limited to; Group and Private swim lessons for all ages, the Sharks Swim Team, Aqua Fit and Pre-school classes, Length Swim and Family Swim opportunities

Job Function:

The Recreation Supervisor/Aquatics ensures that all Aquatic programs function in a safe and effective manner, with a high standard of customer service and program delivery. Working as a member of University Settlement's Recreation Department team, the Recreation Supervisor/Aquatics is responsible for the day to day oversight and supervision of the organization's Aquatics programs at our 23 Grange Road site. Responsibilities include program planning, program development and Aquatics staff training and development. The position also entails responsibility for the mechanical operations of the pool systems, including the ordering of supplies.

Qualifications:

- A University Degree in Recreation or Child and Youth Care or equivalent combination of experience and education in a relevant field
- Minimum two (2) years supervisory experience in a diverse, community-based setting with demonstrated abilities in Aquatics programming, staff development and service delivery
- Current High Five Principles of Healthy Child Development certification
- Current First Aid, CPR and AED certifications
- Proven ability to lead, motivate, coach and mentor a diverse staff team
- Excellent organizational skills that reflect ability to perform and prioritize multiple tasks seamlessly
- Current NLS and Red Cross Water Safety Instructors certification
- Current Red Cross, Life Saving Society Instructor/Examiner certification

Assets include:

- Certified Pool Operator certification
- Group Fitness, Aqua Fit certification
- High Five Trainer Certification

Responsibilities / Operational

- Supervises lifeguards and swim instructor staff including recruitment, scheduling, training and evaluating
- Responsible for marketing and promotion of Aquatic programming
- Works with other agencies and community groups to develop needed programs
- Develops and implements quarterly in-service staff training program
- Carries the direct responsibility of the maintenance operation of the pool ensuring we adhere to all provincial health and safety standards
- Responsible for preparing and monitoring the Aquatics Department budget
- Actively participates in agency events including the Grange Festival
- Required to be a hands-on Instructor of Swim lessons and Aqua Fit classes, as needed
- Required to be an on-deck Lifeguard, as needed

Terms of Employment:

A valid Police Reference Check with vulnerable sector screening, satisfactory to University Settlement is a requirement of this position

Schedule: 35 hours per week, weekend and evenings may be required
Starting Date: TBD
Salary: \$48,828
Details: Full-Time, Unionized Position

To apply:

Please send a cover letter and resume with by April 12, 2019 to Ted Thompson, Director of Recreation at ted.thompson@universitysettlement.ca

*University Settlement is an equal opportunity employer. We would like to thank everyone for submitting an application; only those chosen for an interview will be contacted

For further information about University Settlement, please visit www.universitysettlement.ca