



## EMPLOYMENT OPPORTUNITY CHILDREN'S SPORTS INSTRUCTOR 2

Applications are now being accepted for a Children's Sports instructor 2 position at Steveston Community Centre. This position involves the delivery and leadership of inclusive, safe and well managed sport programs, featuring an introduction to a variety of fundamental movements and sports such as Floor Hockey, Soccer and Basketball.

### **Duties and Responsibilities**

#### **Programming**

- Plan, implement and evaluate developmentally appropriate sport activities with supporting weekly lesson plans that are creative, flexible, and adaptable.
- Supervise, instruct and build relationships with children in a variety of sport related activities.
- Provide a safe, positive and well-managed learning environment.
- Teach developmentally appropriate sport specific skills.

#### **Supervision**

- Responsible for direct supervision, leadership, and support of volunteers.

#### **Customer Service/Communication**

- Greet parents at the beginning and end of each class and discuss program information.
- Communicate with other staff and volunteers.
- Be a positive role model for participants.

#### **Safety and Risk Management**

- Follow Community Centre protocols for emergency situations.
- Ensure the safety of all individuals participating.
- Ensure the physical and emotional environment is safe for children.
- Report and document suspected child abuse, endangerment and neglect to supervisor.
- Ensure attendance procedures are followed.
- Clean and maintain room and equipment; assess equipment on a regular basis and report damaged items to supervisor.
- Ensure appropriate set up, take down and maintenance of program room and space.

#### **Administration**

- Fill out accident and/or incident report forms.
- Provide evaluation and feedback to supervisor regarding program content.
- Other related duties as assigned and may vary according to facility.

### **Required Qualifications**

- Grade 11 plus 200+ hours of experience working with children or an equivalent combination of education and experience.
- BCRPA High Five - Principles of Healthy Child Development Certification
- Emergency Child Care First Aid or Standard First Aid and CPR Level B (or higher)
- Police Information Check

### **Desired Qualifications**

- Coaching and leadership experience.
- NCCP – Fundamental Movement Skills.
- City of Richmond Physical Literacy training.
- Training and/or experience with individuals that require extra support.
- Second language.
- AED training.

### **HOURS OF WORK AND REMUNERATION**

- Saturdays 8:30 am – 12:30 pm\*
- Sundays 9:30 am – 12:30 pm\*

Rate: \$15.83 to \$16.79/hr. depending on experience and qualifications

\*Hours subject to change based on registration

**Please send resume and cover letter to:**

Attention: Howard Palliser  
Steveston Community Society  
4111 Moncton Street  
Richmond, BC, V7E 3A8  
Fax: 604-718-8096  
E-mail: hpalliser@richmond.ca

**Deadline for receiving applications is Sunday, March 24<sup>th</sup>, 2019.** Steveston Community Centre thanks all applicants in advance for their interest. However, only those candidates under further consideration will be contacted. This position is restricted to those legally entitled to work in Canada.