



**UNIVERSITY OF TORONTO**  
**FACULTY OF KINESIOLOGY & PHYSICAL EDUCATION**



<b>Physical Activity Facilitator - Athletic Centre</b>	
The University of Toronto is strongly committed to diversity within its community. The University especially welcomes applications from visible minority group members, women, aboriginal persons, persons with disabilities, members of sexual minority groups, and others who may contribute to the further diversification of ideas.	
<b>Deadline:</b>	<b>April 18, 2018</b>
<b>Number of Positions:</b>	<b>6</b>
<b>Rate of Pay:</b>	<b>\$15</b>
<b>Position Start Date:</b>	<b>September 2, 2018</b>
<b>Position End Date:</b>	<b>January 12, 2019</b>
<b>Number of Hours per week:</b>	<b>4 – 8 hours</b>
<b>Classification:</b>	<b>Casual - USW</b>
<b>Summary:</b>	<p>Reporting to the Assistant Manager, Physical Activity the Physical Activity Facilitator will monitor the multiple spaces where drop in activities occur, ensuring members are acting in accordance to facility policies and providing assistance when required. The facilitator will be required to have a familiarity with the equipment and sports they are monitoring. The facilitator must have knowledge of the programs offered by KPE in order to promote additional programming and activities to members. The facilitator will be required to teach basic fundamental movement skills, run drills, and must have the ability to explain, demonstrate, and teach skills/techniques at the appropriate level of participation</p> <p>Duties include:</p> <ul style="list-style-type: none"> <li>• Responsible for proactive customer service, greeting members, answering questions, assisting and directing members looking for programs or certain equipment, and crowd control during peak hours for track crossings.</li> <li>• Monitors the program activity spaces wherever drop in programming is occurring by providing hourly checks to each space.</li> <li>• Performs hourly checks on drop in tennis and badminton, requesting member’s membership cards to ensure individuals playing on the courts match the court bookings in booking software.</li> </ul>

	<ul style="list-style-type: none"> <li>• Informs members of the established rules and regulations and etiquette guidelines while using the program areas and the equipment as necessary.</li> <li>• Ensuring facilities and equipment are prepared for all activities by organizing equipment and performing risk management checks on the facility.</li> <li>• Monitor and enforce time limits on cardio equipment during peak hours.</li> <li>• Ensures the completion of all administrative paperwork including statistics, activity plans, and participant feedback.</li> <li>• Responds appropriately to situations requiring conflict resolution and emergency incidents requiring first aid or CPR and fills out appropriate report (injury/incident) fully in a timely manner.</li> </ul> <p><b>Co-curricular Record Competencies developed:</b></p> <ul style="list-style-type: none"> <li>• Health Promotion</li> <li>• Goal-setting and prioritization</li> <li>• Leadership</li> <li>• Facilitating &amp; Presenting</li> <li>• Decision-making and action</li> </ul>
<p><b>Minimum Qualifications:</b></p>	<p><b>Education:</b> Minimum of one year of post - secondary education completed.</p> <p><b>Experience:</b> Demonstrated experience in participation and coaching in basketball, volleyball and/or racquet sports. Experience instructing in a university environment preferred.</p> <p><b>Certifications required:</b></p> <ul style="list-style-type: none"> <li>• Standard First Aid certificate issued by Canadian Red Cross, St. John Ambulance or Lifesaving Society not more than 3 years prior to May 2017</li> <li>• Basic Rescuer/Level C CPR certificate issued not more than 1 year prior to May 2017</li> </ul> <p>Further information, including screening criteria, will be available at the interview and at the time a conditional offer of employment is made. <b>Please include copies of all certifications with your application.</b></p> <p><b>Skills:</b></p>

	<ul style="list-style-type: none"> <li>• Demonstrated excellence in teaching and/or leadership</li> <li>• Demonstrated experience in basketball, volleyball and/or racquet sports with willingness to learn other sport activities</li> <li>• Ability to work with people with diverse abilities, ethnicities and sexual orientations</li> <li>• Strong conflict resolution skills and proven problem solving skills</li> <li>• Well-developed customer service skills and excellent interpersonal communication skills</li> <li>• Ability to respond to emergency and/or first aid incidents</li> <li>• Preference is given to current University of Toronto students.</li> </ul>
<b>Method of Application</b>	<p><b>Interviews will begin April 23<sup>th</sup> 2018</b></p> <p><b>Resume, cover letter and Co-curricular Record (CCR) to be emailed to:</b>  <a href="mailto:Katie.moore@utoronto.ca">Katie.moore@utoronto.ca</a></p> <p><b>Subject line should include title of position.</b></p>
<b>Contact Information:</b>	<p>Kate Moore  Assistant Manager, Physical Activity  <a href="mailto:Katie.moore@utoronto.ca">Katie.moore@utoronto.ca</a>  55 Harbord St,  Toronto, Ontario M5S 2W6</p>
<b>Date Posted:</b>	April 4, 2018