



KWGC

KITCHENER
WATERLOO
GYMNASTICS
C L U B

805 Victoria Street South • Kitchener, Ontario • 519-743-4970 • www.kwgymnastics.ca

Recreation Program Assistant

The Kitchener Waterloo Gymnastics Club located in the community of Victoria Hills, is a not for profit organization that was established in 1965 and has been servicing the community for over 50 years. Our mission is to inspire enthusiasm for and lifelong involvement in gymnastics by providing positive and diverse programming.

Our programs are growing! We are currently seeking an individual for the position of Recreation Program Assistant.

The successful applicant is someone who is excited to work with a range of athletes and staff members in a dynamic environment and provide leadership within the Recreational Programs.

Responsibilities Include:

- Provide leadership and supervisor to all recreational staff and participants
- Assist in development and facilitation of in house professional development for recreational coaching staff
- Follow the safety guidelines for equipment use and skill development
- Maintain equipment and supplies needed to run programs in a neat and organized fashion
- Review, complete and follow up on incident reports and report to Program Directors
- Set up circuits and equipment for class use
- Complete equipment and facility safety checks
- Assist with weekly staff reminder of upcoming events, consistent active staff involvement on the floor, and general staff performance

Knowledge and Skills:

- Previous experience in a gymnastics setting
- Previous leadership experience in a sport setting
- Understanding of child development and how to support learning at all ages
- Initiative to start and complete tasks independently
- Excellent communication skills
- NCCP Gymnastics Trained/Certified status (Preferred certification: Competition 1 Artistic and/or Trampoline)

Reports To: Recreation Program Director

Position: Part-time (Approximately 25 hours / week)

Start Date: September 2022

Wage: Commensurate with Experience and Qualifications

Resumes will be accepted in confidence and should be submitted to:

Attention: Alicia Hutson

Email: recreational@kwgymnastics.ca