



SOUTH ARM COMMUNITY ASSOCIATION

8880 Williams Road, Richmond, British Columbia V7A 1G6 • Telephone 604-238-8060 • Fax 604-238-8065

SPORTS INSTRUCTOR 1

Applications are being accepted for the position of **Sports Instructor 1** at the South Arm Community Centre. Reporting to the Community Facilities Coordinator, the successful candidate will be responsible for the leadership and planning of sport programs within a community services setting.

Duties and Responsibilities

- 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.
- Instruct physical literacy skills based on age and skill level of participants.
- Responsible for the leadership of volunteers.
- 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.
- Follow Community Centre and off-site protocol 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.
- 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

Completion of Grade 9 and 50 hours of experience working or volunteering 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 Level 1.
- City of Richmond Physical Literacy training.
- Training and/or experience with individuals that require extra support.
- Second language.
- AED training.

Hours of Work and Wages:

- July – August 2023
- Monday – Friday, 9:30am – 3:00pm
- Wage: 16.75 – 18.53/hr

Interested candidates may apply for this position by sending a cover letter and resume to:

Danny Ronquillo - South Arm Community Centre

Email: southarm@richmond.ca

Deadline for receiving applications is Friday, June 9, 2023.

The South Arm Community Association thanks all applicants in advance for their interest.

Only those candidates under further consideration will be contacted.