



# Job Posting

## *Team Lead, Fitness*

### **Brockville YMCA**

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**Employment Category:** Full time

**Hours:** Flexible work schedule requiring evenings, weekends, early mornings and afternoons

**Compensation:** \$16 - 17 per hour

**Placement Date:** April 2022

#### **Our Mission:**

The YMCA in Canada is dedicated to the growth of all persons in spirit, mind and body, and to their sense of responsibility to each other and to the global community.

#### **Our Vision:**

Our values are caring, honesty, respect, responsibility, and inclusiveness. These are central to our mission, guiding our behaviors, attitudes, and actions.

#### **Nature and Scope:**

Reporting to the Supervisor of Fitness the Team Lead of fitness is responsible for the implementation and management of the YMCA of Eastern Ontario's fitness programs, and the continued delivery of quality, values-based programming. The incumbent will exhibit a strong ability to provide coaching to staff and model excellent customer service to YMCA members and guests.

#### **Responsibilities:**

Reporting directly to the Supervisor of Fitness, the Team Lead of Fitness is responsible for:

- To recruit, hire, schedule, and train program and fitness staff
- To program, coordinate and deliver the fitness classes in line with the YMCA's Group Fitness and Individual Conditioning standards.
- Provide front line coverage and back up for programs
- To ensure that all staff qualifications are up to date and on file
- Ensure health and safety guidelines and regulations are current by industry standards and are being met at all times
- Ensure good customer service and adherence to SAM standards on deck
- Monitor team members' performance to ensure the training they are being provided is being put into use, and provide additional training, as needed. Carryout performance reviews for team members according to the association plan
- Review and approve bi-weekly payroll
- Monitor annual budgets; report and explain variances to budget to the Supervisor of Fitness
- Ensure team members and volunteers' compliance with YMCA Child Protection Policies and Procedures.
- Monitor time and attendance; ensure efficient utilization of staff; monitor and approve time off requests in conjunction with the Supervisor of Fitness
- Effectively communicate clear work plans and instructions to team members and volunteers; listen to their feedback and provide encouragement; follow through to answer questions and assist to resolve



team member concerns and oversee their work quality and guideline compliance. Redirect where required.

- Assist the Supervisor of Fitness with program planning, scheduling and delivery. Give input on new programming ideas to add value to the membership experience, while fostering and furthering the mission and strategy plan.
- Other duties as assigned.

#### **Qualifications:**

- Criminal Reference Check (CPIC) including Vulnerable Sector Check completed not more than 120 days prior to interview, with results acceptable to the YMCA of Eastern Ontario
- University degree, college diploma or equivalent experience in a supervisory role
- Current YMCA Group Fit Instructor in at least one area required. Willingness to obtain additional certifications.
- Current Personal Trainer Certificate
- Current Standard First-Aid and CPR C
- Experience training and supervising staff
- Experience working with budgets
- Valid Ontario Driver's License and access to personal vehicle.
- Computer based skills in Microsoft Windows and Office

#### **Competencies**

- *Safety*
- *Stress of multiple demands*
- *Leadership/Supervision*
- *Interpersonal Skills*

**Please apply, in writing, with a résumé and cover letter and application form found at [www.eo.ymca.ca](http://www.eo.ymca.ca) by March 30<sup>th</sup>, 2022 to:**

#### **Tracy Vallier**

Regional Supervisor, Fitness  
YMCA of Eastern Ontario  
Email: [tracy.vallier@eo.ymca.ca](mailto:tracy.vallier@eo.ymca.ca)

*We appreciate your interest in a career opportunity with the YMCA of Eastern Ontario. Please note that only those selected for an interview will be contacted. Candidates invited for an interview will be required to submit three professional references.*

*The YMCA of Eastern Ontario is committed to an environment that is barrier free. If you require accommodation during the hiring process, please inform us in advance so that we can arrange reasonable and appropriate accommodation. The YMCA of Eastern Ontario values the diversity of people and communities and is committed to excellence and inclusion in our Association.*

***This position has been posted internally and externally.***