

**POSITION TITLE:** Skills Instructors

**REPORTS TO:** Recreational Program Manager & Skill Instructor Coordinator

**EMPLOYMENT PERIOD:** May 2024 - April 2025

**LOCATION:** Various Fields in the City of Waterloo

Approximately 10-20 hours per week

The Club is seeking fourteen (14) Skills Instructors who are motivated and punctual individuals to support the operation of Waterloo Minor Soccer Club. Skill Instructors will be assigned to Recreational Programs U3 to U13.

**PRIMARY DUTIES AND KEY RESPONSIBILITIES:**

- Set up of the field(s) for game play
- Must actively manage the age group and deliver the curriculum as set out by WMSC.
- Must actively communicate with parents/players and respond to all parent/player inquiries regarding the program.
- Facilitate all training sessions and games for Soccer Fun U3-U6 (Active Start) U7-U9 (FUNDamentals), and U10-U13 (Learn to Train).
- Skills Instructors should create a high energy environment for the players to have fun and be active.
- Must work with the parent coaches within the age groups to facilitate the activities and games provided in the Recreational Curriculum by WMSC.
- Close up of venue on completion of final game, including: Storage of field equipment as needed.

**SKILLSET DESIRED**

- Ontario Soccer Game Leader Certificate.
- Ability to work with and relate to volunteers.
- Experience with a non-profit group, an asset; Experience with events.
- Very organized and procedure oriented.
- Completes Tasks effectively; Meet deadlines and timelines.
- Strong communication skills, punctual, team player.
- Leadership skills, mentoring ability and program development.

**QUALIFICATIONS & PERSONAL SKILL REQUIREMENTS**

- Excellent time management and organizational skills.
- Excellent communication skills.
- Positive, outgoing and energetic attitude with a customer-focused approach.
- Excellent communication, problem solving and decision-making skills.
- Must be available to work weekends, as well as evenings, and be available for the full event.

## CONDITIONS OF EMPLOYMENT

Legally eligible to work in Canada. Clean police record check with Vulnerable Sector; G Drivers license is considered an asset.

Please forward your application, clearly indicating how you meet the qualifications listed above, to:

johanne@waterloounited.com or drop off to:

Waterloo Minor SC

2001 University Avenue East, Suite 107 Waterloo, ON, N2K 4K4

APPLICATION DEADLINE: Open until filled.

We wish to thank all applicants for their interest; however, only those selected for an interview will be contacted.

Wage Expectation \$17.50/hr