

## **Sports & Leisure Coordinator**

**Start Date:** July 6th, 2026 (Tentative)    **End Date:** August 28th, 2026 (Tentative)

**Hours Per Week:** 35 Hours

**Rate of Pay:** \$17.60/hr

**Age:** 15-29

*Preference is given to applicants living in the Humber-Black Creek Riding*

### **Position Summary**

The Sports & Leisure Coordinator is responsible for planning and delivering engaging physical and recreational programming as part of Qibla Foundation's Summer Day Camp. This role focuses on creating a fun, active, and inclusive environment through sports, games, and leisure activities that promote teamwork, physical well-being, and positive social interaction. The Coordinator works closely with the Camp Leadership Team to ensure programming is safe, organized, and adaptable to camper needs.

### **Key Responsibilities**

#### **Program Planning & Delivery**

- Design and lead a variety of sports, games, and recreational activities suitable for different age groups
- Facilitate structured and unstructured physical activities that encourage participation and enjoyment
- Adapt activities to accommodate varying skill levels and ensure inclusivity
- Modify programming for indoor or virtual delivery if required

#### **Camper Engagement & Inclusion**

- Create a positive, energetic environment that motivates campers to participate
- Encourage teamwork, fair play, and respectful behaviour among campers
- Support campers in developing confidence, coordination, and social skills

## **Safety & Supervision**

- Ensure all activities are conducted in accordance with camp health and safety guidelines
- Maintain proper supervision of campers during all sports and leisure activities
- Inspect equipment and play areas to ensure safe use
- Respond to incidents or concerns and report them to the Camp Leadership Team

## **Operations & Logistics**

- Prepare and organize all equipment and materials needed for activities
- Assist with setup and cleanup of activity spaces
- Coordinate schedules to ensure a balanced mix of physical and leisure programming

## **Team Collaboration**

- Work collaboratively with Camp Leaders, Counsellors, and volunteers
- Provide guidance and support to counsellors assisting with activities
- Contribute to a positive, team-oriented camp environment

## **Qualifications**

- Experience working with children or youth in a recreational or sports setting
- Strong leadership and group facilitation skills
- Ability to engage and motivate participants in an active environment
- Knowledge of sports safety practices; first aid and CPR certification is an asset (or willingness to obtain)
- Ability to manage multiple priorities in a fast-paced environment

## **Working Conditions**

- Full-time, seasonal position (July–August)
- Primarily outdoor work with some indoor activities
- Requires active participation in physical activities throughout the day
- Flexibility required, including occasional evenings