Job Posting for Casual position

Title: Outreach Leader (1 position available)
Work term: April 23rd – August 25th 2020
Salary: $16.00/hr
Work Hours: Monday-Friday and some weekends. Hours may vary (approximately 6-10 hours per week)

Job Description:

Under the Department of Athletics & Recreation, the Outreach leader will assist in managing the Outreach team. The team is responsible for the promotion of sports and recreation programs offered at UTSC and at the Toronto Pan Am Sports Centre (TPASC). The Leader will provide on-going communication and ensure high performance from the team. Work will primarily consist of creating weekly schedules, providing term report and statistics and facilitating planning of promotional activities. Other duties may involve communication with campus groups for collaborations and participation in special events.

Minimum Qualifications:

Education/Eligibility: Must be enrolled as a University of Toronto Scarborough student registered in at least 0.5 credit in either of the summer sessions.

Experience: Must have a passion for physical activity and an understanding of the Department of Athletics & Recreation programs and facilities; Experience in leading a team is an asset

Skills: Communication and creative thinking skills are necessary. Must have exceptional leadership and interpersonal skills. Must feel comfortable in presenting in front of small and large groups. Basic knowledge of Microsoft Office.

Other: Ability to work with minimum supervision and flexibility towards work hours. Hours will vary weekly. Some weekends and evenings required.

Email your cover letter and resume to:

Gaby Zhou
Program Ambassador
Gaby.zhou@utoronto.ca

DEADLINE TO SUBMIT APPLICATION: MONDAY MARCH 30TH 2020 AT 11:59 pm