Job Posting – Hockey For Development Coordinator - Promoting Life-skills in Aboriginal Youth (PLAY) Program

Closing Date: December 5, 2016
Organization: Right To Play International
Department/Division: Promoting Life-skills in Aboriginal Youth (PLAY) Program
Work location: Toronto, Canada
Authorized to Work in: Canada

BACKGROUND:
Right To Play is a global organization committed to improving the lives of children and youth affected by conflict, disease and poverty. Established in 2000, Right To Play has pioneered a unique play-based approach to learning and development which focuses on quality education, life skills, health, gender equality, child protection and building peaceful communities. With programming in over 20 countries, Right To Play transforms the lives of more than one million children each week using play and sports, both inside and outside of the classroom. In addition to our work with children, Right To Play advocates with parents, local communities, and governments to advance the fundamental rights of all children.

Right To Play is headquartered in Toronto, Canada and has operations in North America, Europe, the Middle East, Africa and Asia.

The Promoting Life-skills in Aboriginal Youth (PLAY) program partners with First Nations communities and urban Aboriginal organizations across Ontario, British Columbia, Manitoba and Alberta to deliver community-driven, culturally-relevant play-based programming designed to enhance leadership, self-confidence, and self-efficacy among children and youth. Guided by an Indigenous community development model, PLAY and its partners create safe and inclusive spaces where children and youth can share their ideas, their hopes and their fears, and learn the skills to become positive agents of change.

For more information on the Promoting Life-skills in Aboriginal Youth (PLAY) Program please visit us at: www.righttoplay.com/PLAYprogram.

JOB SUMMARY:
This contract position carries out a wide variety of activities associated with the Promoting Life-skills in Aboriginal Youth (PLAY) program’s Hockey For Development program. Reporting to the Sport For Development Manager, the ideal candidate for this position will be responsible for supporting the Sport For Development team in their efforts to design and deliver a wide range of hockey-based programming in First Nation and urban Aboriginal communities across Canada throughout the winter months.

As a Hockey For Development Program Coordinator, the overall goal is to work with Community Mentors, consultants, Athlete Ambassadors and other skilled instructors to design and deliver community-wide hockey programs and coaching clinics.

This position requires frequent travel to various First Nations throughout Ontario, Manitoba, Alberta and British Columbia for a minimum of 6 weeks for the entire duration of the 3½ month contract.
PRIMARY RESPONSIBILITIES:

Job Responsibility #1: Support The Delivery Of Hockey For Development Clinics And Trainings (70% of Time):

- Support the on-ice delivery of all Hockey For Development clinics for children and youth in PLAY partner communities.
- Support the integration and facilitation of play-based and modified hockey activities on- and off-ice to promote learning opportunities and life-skills development of children and youth participants.
- Travel frequently (approximately 6 weeks throughout the contract) to support the ground delivery of Hockey For Development clinics in PLAY partner communities.
- Integrate a variety of different events, activities and delivery approaches that ensure the appropriate integration of local culture, parent-to-child connections and inter-generational learning opportunities in all sport-based programs.
- Work with Community Mentors to ensure involvement in the Hockey For Development program from a wide-range of community members and community leaders including, but not limited to: Community Supervisors, Youth Workers, Teachers, Recreation Workers, Health Workers, Parents and Guardians, Elders and Members of Chief and Council.

Job Responsibility #2: Support The Coordination Of Hockey For Development Clinics And Trainings (30% of Time):

- Support the logistics of Hockey For Development clinics and trainings. Complete work plans and responsibilities in a timely and concise manner.
- Support the planning and wrap-up of each clinic, including reporting, financials.
- Coordinate the printing and transport of all documents and materials to support major events.
- Coordinate the purchase of all necessary supplies for major Sport For Development clinics.
- Coordinate and manage equipment before and during Hockey For Development clinics and trainings.

MINIMUM QUALIFICATIONS (must have):

EDUCATION/TRAINING/CERTIFICATION:

- Bachelor degree or equivalent combination of education and hockey-related work experience

EXPERIENCE:

- An experienced hockey player and coach
- An experienced on-ice hockey facilitator for participants of all levels
- Experience working with a variety of youth and learners
- At least 1 years’ experience working in an office setting
- At least 1 years’ experience working directly with First Nation communities
COMPETENCIES / PERSONAL ATTRIBUTES:

- Facilitation and programming experience with children and/or youth
- Superior written and oral communication skills
- Strong planning and coordination skills
- Strong attention to details when planning and highly organized
- Extensive understanding of the PLAY program, its objectives and its history
- Highly motivated and committed to program success
- Good team work ethic and also capable of working independently
- Accurate and timely reporting
- Decision making skills and able to work under pressure
- Interested in being part of community development
- Excellent interpersonal skills
- Ability to work well with all levels of internal management and staff, as well as external partners and prospective partners

DESIRED QUALIFICATIONS (an asset):

- Hockey-based coach certification credentials
- An understanding of Aboriginal history and policy in Canada
- Experience working with remote First Nations Communities in Canada
- Proficiency in an Indigenous language

Compensation: We offer competitive wages

Employment Start Date: January 3, 2017

Contract Duration: 3 month contract

HOW TO APPLY:

If you are interested in applying for this position, please send your resume and cover letter to:
hr1@righttoplay.com and kindly include “Hockey For Development Coordinator, PLAY-RTP” and your name in the subject line. Please indicate your salary expectations in the cover letter.

Aboriginal candidates are encouraged to apply.

While we thank all applicants for their interest, only those selected for interviews will be contacted.

Right To Play is a child-centered organization. Our recruitment and selection procedures reflect our commitment to the safety and protection of children in our programs. The successful candidate will be required to provide a satisfactory police record check as a condition of employment.

All applicants are notified that, where needed, accommodation for disabilities will be provided on request. This includes accommodation for attending interviews and assessment tests.

To learn more about who we are and what we do, please visit our website at www.righttoplay.com.
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<th><strong>Right To Play - Human Resources Philosophy</strong></th>
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<td>Right To Play is an international humanitarian organization that uses the power of sport and play to improve the lives of children in the disadvantaged areas of the world. We believe that all children have the right to play.</td>
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<td>Right To Play's human resources philosophy reflects the spirit that drives the organization. The philosophy influences the kind of people who are interested in working for us, the kind of people we recruit and how we treat our people.</td>
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<td>Right To Play's culture is entrepreneurial, where employees are encouraged and empowered to perform in the context of rapid international growth, and to aim for the highest quality and adopt global best practices in delivering our programs.</td>
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<td>Our employees are global citizens who are passionate about improving the world we live in through value-based grassroots activities. We work on the ground with and through people in the communities we serve to improve the lives of their children. By having a constant presence in these communities and helping them develop the resources and skills they need to help themselves, we aim for sustainable, long-term development.</td>
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<td>To translate our vision into action, our philosophy for delivering our programs is “LOOK AFTER YOURSELF, LOOK AFTER ONE ANOTHER”. Our employees are the backbone of this delivery, and the philosophy supports them by defining the desired outcomes of our human resources philosophy. This means that we pay competitive salaries, provide comprehensive benefits, encourage employee social events, provide development opportunities and a great work environment.</td>
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<td>We measure the success of this philosophy by indicators such as employee satisfaction surveys and staff turnover rate, as well as the overall success of Right To Play.</td>
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