



## Career Opportunity: Centre Manager

**Start Date:** As soon as possible

**Location:** Sault Ste. Marie, ON

**Salary Range:** \$60,000 - \$70,000 per year

**Working Hours:** 40 hours per week (some evenings and weekends)

### **Why work for our Y?**

The Sault Ste Marie YMCA aspires to be a great work place through an environment that embraces diversity and social inclusion, valuing differences and supporting full participation by all employees. The YMCA provides almost 150 employees with meaningful jobs and the opportunity to make a difference in the lives of individuals and the health of our communities. The YMCA works to build healthy communities. This is achieved through a shared culture and values.

### **Nature & Scope:**

The Sault Ste Marie YMCA is a charity offering opportunities for personal growth, community involvement and leadership. Our centre on McNabb Street provides a variety of health, fitness, recreation and community programs. The centre offers these programs and services to a growing list of members from our community, including children, youth and adults who represent the diversity of Sault Ste Marie and surrounding communities.

The Centre Manager plays an important role in community building, people development, collaboration and partnerships. They are responsible for implementing Association strategies and creating positive health impacts in a sustainable way. The position requires multiple capabilities related to relationship management, membership sales, understanding and responding to the needs of members, staff and volunteers, and to work collaboratively with teams to intentionally innovate on creative solutions to important challenges.

### **Major Responsibilities**

- Provide leadership to Health, Fitness, Aquatics operations, membership sales and experience as well as overall centre management
- Contribute in setting operational goals and priorities and coordinate their implementation and timelines
- Participate in the development of, and implement YMCA standards, policies and procedures
- Ensure the implementation of quality measures such as member experience standards, funders' expectations, and program evaluations
- Monitor the results and develop and implement quality measures response plans
- Identify and develop strategic partnerships that assist the YMCA in meeting its mission and objectives

### **Qualifications**

- University degree or college diploma in business administration, recreation and leisure services, Child and youth worker, physical fitness management or equivalent
- Minimum 4 years of experience in a leadership/management/supervisory role in a not-for-profit environment; preferably overseeing a Health and Wellness department
- Experience developing and growing programs
- Active in community development
- Solid understanding of social services at the local, provincial, and federal level
- Superior computer knowledge and ability to learn new programs
- Superior verbal and written communication skills
- Proven proposal and report writing expertise
- Excellent leadership skills
- Ability to set priorities
- Bilingualism in both official languages considered an asset
- Current and satisfactory Police Record with Vulnerable Sector Check

## **What you need to succeed:**

Commitment to the YMCA's [Mission, Vision and Values](#)

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*The Sault Ste. Marie YMCA values the diversity of people and communities and is committed to excellence and inclusion in our Association. We are committed to an environment that is barrier free. If you require accommodation during the hiring process, please inform us in advance to arrange reasonable and appropriate accommodation.*

We thank all applicants for their interest in this position; only those selected for an interview will be contacted.

Please note:

- Candidates invited for an interview will be required to submit three professional references.
- The successful candidate will be required to submit a current and satisfactory Police Record with Vulnerable Sector Check for review prior to starting employment.

## **How to Apply**

If you would like to work in a family friendly environment, please submit your cover letter and resume **by Thursday, September 19, 2024** to Jared MacSween, Acting General Manager: [jared.macsween@ssmymca.ca](mailto:jared.macsween@ssmymca.ca)