



GYMNASTICS ONTARIO

EMPLOYMENT OPPORTUNITY - MEN'S ARTISTIC PROGRAM MANAGER

Gymnastics Ontario is a provincial sport governing body with approximately 90,000 members participating in recreational (Gymnastics For All) and competitive programs in Men's and Women's Artistic Gymnastics, Rhythmic Gymnastics, Trampoline, Tumbling, Aerobics and Acrobatic Gymnastics.

The Federation is seeking a high energy MAG Program Manager who will be responsible for effectively managing and coordinating participation of programs, events, committee work and services that are related to this discipline.

Reports To: Technical Director – Gymnastics Ontario

General Responsibilities:

- Liaise with program staff of Gymnastics Canada Gymnastique
- Ensure that excellent communication takes place with the individuals and parties that are associated with the discipline
- Attend meetings and report as required for the MAG Program Committee, Technical Assembly and Joint Program Committee
- Work with the communities and lend support to their activities
- In collaboration with the Technical Director, manage and ensure that the financial policies and procedures are adhered to within the MAG program
- Manage and complete tasks when required for all MAG program events
- Work with chairs/coordinators to ensure delivery of events/programs related to judges and coaches

Key Responsibilities:

- Ensure that the MAG discipline is structured to meet success on the podium through evaluation of policy and procedures, technical rules and regulations and participation in key gymnastics events
- In collaboration with the Technical Director, ensure growth of the MAG discipline by offering new programs and initiatives to enhance Men's Gymnastics

The ideal candidates will have the following qualifications and expertise:

- Experience in and knowledge of gymnastics, including High Performance and Long Term Athlete Development
- Post secondary training or related experience
- Proven staff management experience
- Team building and community engagement skills
- Excellent written and oral communication skills
- Ability to work under pressure, with tight deadlines and as a team member

This is a permanent part-time position consisting of between 28 – 30 hours/week with a flexible schedule.

Ability to work flexible hours to accommodate evening and weekend meetings from time to time is essential. Salary will be commensurate with qualifications. Applicants must be legally entitled to work in Canada in accordance with relevant provincial legislation and regulations.

Please e-mail your résumé with salary expectations by July 16, 2010, to the Chief Executive Officer at ceo@ogf.com.

*Gymnastics Ontario is an equal opportunity employee and we thank all applicants in advance.
Only those selected for an interview will be contacted.*