



**Placement Role (Title):**

SPECIAL EVENTS COORDINATOR – Road Hockey Fall Classic

**Host Organization and Description:**

The YMCA is a charity that provides health, education and social services. At the YMCA, our values and purpose drive everything that we do. As a charity, we've championed values of inclusiveness, caring, honesty, respect and responsibility. Helping people develop a healthy spirit, mind and body and inspiring a sense of social responsibility is the cornerstone of our legacy of caring.

The YMCA of North Bay ([www.ymcanorthbay.com](http://www.ymcanorthbay.com)) has been part of North Bay and area since 1958. In 1967, the YMCA found its permanent residence on Chippewa Street West, including the Centennial pool, a large gymnasium, squash and racquetball courts, a weight training room, a lounge and clubrooms. A 1983 addition included a mini gym, elevated track, new squash and racquetball courts, a social area, an office and an elevator for the disabled. In September 2002, the new Aquatic Center opened.

Today, the YMCA of North Bay provides quality membership and program services to more 4,000 members and participants. The current 50,000 sq/ft membership centre is complemented by a 30,000 sq/ft aquatic centre owned by the City, attached to and operated by the YMCA.

**Placement Service Times:**

September 2016 to March 2017 based on a schedule that works for both the student and the YMCA of North Bay, with specific focus on the Road Hockey Fall Classic and fundraising events.

**Placement Duties:**

Special events and outreach events which promote the YMCA as a community hub for health and wellness.

Placement students will assist with outreach to Nipissing University and Canadore College, help streamline volunteer recruitment efforts and ensure that the YMCA continues to be a vibrant, exciting, active centre for health, fitness and wellness through all four seasons.

**Placement Deliverables:**

- Volunteer coordination, training and management for the 2016 YMCA Road Hockey Fall Classic
- Supply refereeing and scorekeeping for the 2016 YMCA Road Hockey Fall Classic
- Communications, reporting and assisting with upcoming HFA/Fundraising events
- Reporting on volunteer strategies and recruitment
- Development of knowledge and history related to the YMCA of North Bay

**Placement Eligibility Requirements:**

Police check and CPR Level C/FA required.

Students selected for this placement must submit a resume, cover letter and be willing to interview for the limited number of positions available.

**Number of Students Accommodated within placement:** (minimum 50 hours): 3

**Placement application process:**

Interested students should send resumes with three business references by email to Brian Finner at [brian\\_finner@northbay.ymca.ca](mailto:brian_finner@northbay.ymca.ca).

Successful candidates will need to show proof of current First Aid/CPR certification as well as a recent Vulnerable Criminal Reference Check from within three months of application.

Conditions of accepting the volunteer position includes mandatory orientation training, child protection education and agreement to abide by a confidentiality agreement.

**Contact person within organization:**

Brian Finner  
Health, Fitness & Aquatics Supervisor  
E: [brian\\_finner@northbay.ymca.ca](mailto:brian_finner@northbay.ymca.ca)  
P: (705) 497-9622 ext 223

**Deadline to submit expression of interest:**

August 30, 2016