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## ONTARIO VOLLEYBALL EMPLOYMENT OPPORTUNITY Ashbridges Bay Beach Volleyball League Coordinator

### Contract Details

This is a contract position that runs from May 4th 2020 until September 3<sup>rd</sup> 2020. Hours will be 5pm to 9pm Monday to Friday (excluding statutory holidays). Hourly wage will be \$17/hr. Hours may also vary depending on league requirements.

### Ontario Volleyball Association

The Ontario Volleyball Association (OVA) is a non-profit member-based provincial sports organization where dedicated volunteers and professional staff provide leadership in the growth and development of indoor, beach and sitting volleyball for all Ontarians.

It is our vision to be recognized as a leading sport organization in Canada. To that end, the OVA works with its partners to support athletes through excellent customer service and by offering inclusive programming on a foundation of physical literacy for all ages and abilities.

Ashbridges Bay Beach Volleyball offers adult beach volleyball leagues and youth beach volleyball programs on the shores of Lake Ontario at Ashbridges Bay Park and Woodbine Beach Park. The Ontario Volleyball Association (OVA) has been granted the privilege of managing and delivering both adult leagues and youth programs.

### Job Summary

The successful candidate(s) will be a part of the team for the delivery of the Ashbridges Bay Beach Volleyball League. Duties will include but are not limited to:

### Key Responsibilities

- Set up for leagues, including preparing schedules on boards, bringing league materials to the beach tents, distribution and recovery of score cards
- Customer Service: answering participants' questions, resolving conflicts as they occur
- Ensuring the safety of league members
- Distribution of volleyball equipment including lines & balls
- Trade-for-rental private and personal effects (i.e. driver's licenses)
- Possible net take down
- Ensuring equipment is returned to the storage shed in a timely and orderly manner
- Venue & shed maintenance
- Beach clean-up

## Qualifications

- Experience in the sport of volleyball an asset but not required
- Excellent customer service and problem solving skills
- Proven ability to multi-task effectively and strong organizational skills
- Proven solution oriented decision making ability
- Able to work under pressure with tight deadlines
- Reliable, self-motivated, hard-working individual
- Willing to work in various weather conditions (rain, wind, sun)
- Ability to perform physically demanding tasks

The incumbent must also demonstrate the following personal attributes that reflect the OVA's Organizational Values:

**Accountable:** by acting in a fiscally responsible and transparent manner with OVA funds, governance and operations promoting practices that contribute to safe sporting environments.

**Excellence:** by designing and delivering the best possible programs and services for all OVA stakeholders.

**Collaborative:** by respectfully working in partnership with key stakeholders locally, provincially and nationally including government, funding partners, clubs, national organizations, para organizations, volunteers, athletes, families, coaches, administrators, officials, service providers, sponsors through ongoing feedback and input from stakeholders.

**Intentional:** by developing programs that are based on clear strategic objectives in order to achieve high quality meaningful and relevant desired outcomes.

**Sustainable:** by building organizational capacity, partnerships, innovative funding, sharing and economizing of resources to achieve the strategic objectives and sport mandate.

**Integrity & Respect:** by interacting with all our stakeholders by fostering trust in all our relationships as consistently demonstrated by our actions and promoting inclusivity for all Ontarians in fair manner.

## Requirements for applying:

- Cover letter
- Resume

Interested parties should send their resume and letter of interest to Ashbridges Bay Beach Volleyball League Manager Darvy Teav (darvy@beachblast.ca) by Friday, April 17th, 2020.

**The OVA is an equal opportunity employer.  
Thank-you, for your application but only potential candidates will be contacted for an interview.**