**DEPARTMENT OF RECREATION, ATHLETICS & WELLNESS**

### Sport Inclusion Ambassador

The University of Toronto is strongly committed to diversity within its community and especially welcomes applications from racialized persons / persons of colour, women, Indigenous / Aboriginal People of North America, persons with disabilities, LGBTQ persons, and others who may contribute to the further diversification of ideas.

<table>
<thead>
<tr>
<th>Deadline:</th>
<th>August 7th 2023</th>
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</thead>
<tbody>
<tr>
<td>Number of Positions:</td>
<td>1</td>
</tr>
<tr>
<td>Rate of Pay:</td>
<td>$17.00 per hour</td>
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<tr>
<td>Position Start Date:</td>
<td>August 29th 2023</td>
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<tr>
<td>Position End Date:</td>
<td>March 31st 2024</td>
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<tr>
<td>Number of Hours per Week:</td>
<td>Up to 15 hours per week. Must be willing to work varying day, evening and weekends, based on events schedule</td>
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<tr>
<td>Classification:</td>
<td>Work Study</td>
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**Summary:**

Reporting to and supervised by the Supervisor, Sport Programs, the incumbent is responsible for:

- Assisting with administrative duties supporting the Women in Sport Program with administrative duties such as: data entry, scheduling, building curriculum and hosting the weekly in-person program in addition to assist in planning workshops and events
- Operating and supervising in-person Women in Sport League and drop-in women’s-only sport and other sport opportunities to support inclusion
- Executing event plans for female-identifying students in a welcoming and fun environment
- Engaging with participants each week to enhance their experiences before, during and after weekly programs and/or events
- Provide weekly feedback and recommendations to the sport unit on areas to improve the overall student experience and directing strategies to achieve goals
- Distributing promotional flyers, samples and products to students, faculty and staff on the UTM campus to create awareness of programs and events related to Department of Recreation, Athletics & Wellness
- Leading promotional initiatives such as tabling, class talk and other outreach to engage students on campus
- Knowing and understanding the emergency procedures implemented by the Department of Recreation, Athletics & Wellness
- Maintaining an appropriate professional demeanor at all times
- Performing special projects as assigned

**Qualifications:**

- Must meet the work study program eligibility requirements for the 2023-2024 academic year
- Flexible schedule with the ability to work varied hours
- Willingness to approach participants and maintain a positive on-going relationship
- Experience with planning events such as sport fundamentals is considered an asset
- Enthusiastic about sports and physical activity in addition to being dedicated to share knowledge of programs and services to the UTM community
- Familiarity with Department of Recreation, Athletics & Wellness program offerings
- Current Certification in Emergency First Aid is preferred (not required)
- Positive attitude, detail and customer-service oriented with good multitasking and organizational skills
- Familiarity in multiple sports is preferred (not required)
**Method of Application:**
Deadline to Apply: August 7th 2023
Please send your resume, and cover letter to utm.eagles@utoronto.ca
We thank all applicants for their interest in the position, however only those applicants selected for further consideration will be contacted

**Contact Information:**
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