



 111-60 Scarsdale Rd.  
Toronto, ON M3B 2R7  
 info@ontariovolleyball.org  
 1-800-372-1568

**ONTARIO VOLLEYBALL  
EMPLOYMENT OPPORTUNITY  
ASHBRIDGES BAY BEACH LEAGUE COORDINATOR**

**Supervisor's Title:** Suzanne Wallace, Manager of Beach Programs  
**Position Level:** Full-time seasonal contract  
**Contract Term:** May 1, 2024 to September 1, 2024  
**Work week:** 1:00pm to 9:00pm Monday to Friday (excluding statutory holidays)  
**Compensation:** \$20/hr  
**Application Closing Date:** Monday, February 19<sup>th</sup>, 2024

**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. Our vision is to provide a fun, safe and rewarding environment through a commitment to Volleyball for Life.

**JOB DESCRIPTION**

The OVA will be hiring a position where the successful candidate will be a part of the team for the delivery of the Ashbridges Bay beach volleyball league and all other OVA beach programming at Ashbridges Bay. Your duties will include but are not limited to:

- League equipment set-up and take down
- League equipment monitoring and maintenance
- Beach clean-up
- Oversee corporate rentals at the facility
- Oversee youth beach camps and leagues
- Adhere to OVA policies and procedures
- Exemplary customer service with participants and partners and resolving conflicts as they occur
- Set up for leagues, including preparing schedules on boards, bringing league materials to the beach tents, distribution and recovery of score cards
- Ensure the safety of league members
- Distribution of volleyball equipment including lines & balls
- Trade-for-rental private and personal effects (i.e. driver's licenses)
- Ensure equipment is returned to storage in a timely and orderly manner
- Venue & shed maintenance
- Additional tasks as assigned/required

**Qualifications:**

- Experience in the sport of volleyball an asset but not required
- Proven ability to multi-task effectively and strong organizational skills required
- Demonstrated ability to professionally interact with all organizational levels
- 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

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

- Foster an **inclusive** community.
- Treat all people with **dignity** and **kindness**.
- Act with **integrity** in all that we do.
- Utilize **collaboration** to meet our common purpose.
- Embrace **innovation** with bold creativity.
- Challenge **excellence** and continuous learning, always.

**TO APPLY:**

Interested parties should send their resume and cover letter to the OVA Manager of Beach Programs, Suzanne Wallace ([swallace@ontariovolleyball.org](mailto:swallace@ontariovolleyball.org)) by Monday, February 19<sup>th</sup>, 2024.

**The OVA promotes equal employment opportunities for all job applicants, including those self-identifying as aboriginal, members of a visible minority, newcomers to Canada or individuals with disabilities.**

**Thank-you, for your application but only potential candidates will be contacted for an interview.**