



EMPLOYMENT OPPORTUNITY – SKATING INSTRUCTOR

Reporting to the Director of Parks, Recreation & Culture, the Skating Instructor is a part time seasonal position primarily focused on weekday mornings. This role is responsible for providing direct instruction to Preschool age children in the Municipality's Skating Programs, ensuring participant safety, skill development and program quality. This position requires a flexible weekday schedule during the skating season.

Responsibilities:

- Develop weekly lesson plans that promote a fun and safe learning program.
- Performs administrative tasks to support the program.
- Ensure participants leave the ice surface safely at the end of each class and that the ice surface is safe, and all equipment is prepared/put away during each on-ice session
- Prepare and organize program equipment and supplies

Skills and Competencies:

- Ability to instruct skating skills clearly and effectively.
- Strong communication and interpersonal skills with children and parents.
- Dependability and professionalism in program delivery.
- Ability to supervise participants and ensure safety.
- Commitment to inclusivity and a positive participant experience
- Friendly, enthusiastic and enjoys teaching children
- Organized and strong attention to detail

Qualifications:

- Preference will be given to those applicants with a Skate Canada CanSkate or NCCP Certification.
- Current Standard First Aid & CPR C Certification
- 5 years experience participating in skating
- 1 year experience instructing/coaching in learn to skate
- Successful completion of a Vulnerable Sector Police Reference Check (required prior to employment)

Salary Range: \$33.43 - \$39.11/hour

Applications should be submitted as one document (PDF Preferred) with the file name: Last Name, First Name - Competition number (Ex: Doe, Jane – Skating Instructor File #21-2025), no later than noon, November 28, 2025 to: hr@greaternapanee.com

The Town of Greater Napanee is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.

We accept all resumes, however, only those candidates invited for an interview will be acknowledged. Personal information contained in your resume is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used strictly for employment assessment purposes.