



## YMCA of Northeastern Ontario Employment Opportunity

The **YMCA of Northeastern Ontario** is a dynamic charity dedicated to strengthening the foundations of communities by offering opportunities for personal growth, community involvement and leadership. We have been offering programs and services to the North Bay community since 1958 and to the Greater Sudbury community since 1936! To learn more about our programs and services offered please visit [ymcaneo.ca](http://ymcaneo.ca)

We are currently looking for a **Facilities & Operations Manager** to join our team of committed professionals. This **full-time contract** position within the Association is housed at the YMCA of Northeastern Ontario's **YMCA John Island Camp** location in Spanish, Ontario. Under the leadership of the Camp Director, the Facility & Operations Manager is responsible for the cleaning program to ensure a safe, functional, clean and comfortable environment which is suitable for the delivery of camp programs. They are also responsible for the building and facility maintenance operation which includes the vehicles and watercrafts.

**START DATE**      **May 3, 2019**

**LOCATION**      **Spanish Ontario – YMCA John  
Island Camp**

**RATE OF PAY**      **\$400 - \$600 per week**

### SUMMARY OF QUALIFICATIONS

- College diploma in a skilled trade is considered an asset
- Experience working with mechanical repairs, boat operation, and basic carpentry, plumbing and electrical
- Current Standard First Aid and CPR C
- Knowledge in diesel generator, watercraft, and small engine operations
- Solid knowledge of appropriate health and safety standards and regulations
- Attention to detail and strong verbal and written communication skills
- Current and Satisfactory Police Record Check with Vulnerable Sector

### MAJOR RESPONSIBILITIES

- Conduct daily site inspections and audits
- Maintain and monitor water systems, camp generator, composters, and fire protection systems
- Remain compliant with Health and Safety, OCA and CQRP standards that relate to facility and site operations
- Provide training and support to staff and volunteers



## YMCA of Northeastern Ontario EMPLOYMENT OPPORTUNITY | HOW TO APPLY

If you would like to work in a family friendly environment, send us your cover letter and resume by **November 29, 2018** to the attention of:

**PERSONNEL COMMITTEE | EMAIL: [sudburycareers@ymcaneo.ca](mailto:sudburycareers@ymcaneo.ca)**

Please ensure that your cover letter and resume both specify the job title of the position that you are applying for.

All applicants are thanked for their interest in this position. However, only those selected for an interview will be contacted. If contacted and you require a disability related accommodation in order to participate in the recruitment process, you must advise the Human Resources Department.

Please note that successful candidates will be required to submit a current and satisfactory Police Record with Vulnerable Sector Check for review prior to starting employment.

Please note that candidates invited for an interview will be required to submit three professional references.

YMCA of Northeastern Ontario is an equal opportunity employer that is dedicated to maintaining a fair and equitable work environment. All of our employees and job applicants will be promoted or employed solely on the basis of their abilities and qualifications.