

Job Opportunity:

Yukon Orienteering Association - Programs Coordinator

Yukon Orienteering Association is seeking a temporary, full-time coordinator to plan and deliver a suite of youth and adult orienteering training opportunities in Whitehorse, Yukon.

Time period: late- April to mid-June 2025 (approximately 12 weeks). Some flexibility for start and end dates.

Hours: Non-regular hours; day, evening and weekend work required based on scheduled clinics and activities: 35-40 hrs per week, fewer hours are possible if coordinator has other commitments.

Wage: \$26.83 – \$30.05 /hr – based on skills and experience. Travel, room and board will be subsidized.

Job Duties:

- Plan, coordinate and implement all aspects of weekly evening youth and adult training delivered in person and through videoconferencing training sessions.
- Using online and past resources, design 6-week program for Kids running wild (7-9 yr. old), Yellow Squad (10-13 yr. old), and Orange Squad (13+ yr. old)
- Liaise with YOA to ensure skill development and progressions are consistent with LTAD (Long Term Athlete Development) and group abilities.
- Communicate with coaches to ensure goals of the training are being met.
- Support juniors who come to YOA regular Wednesday evening meets.
- Email participants/parents on a weekly basis and/or develop a blog to provide information.
- Log activities and provide feedback on successfulness/adjustments for future years.
- Implement other projects (depending on skills and interest) at the direction of YOA executive

Qualifications:

- Preference will be given to Canadian residents or persons able to obtain a work permit in Canada.
- Must be a competent orienteer (coaching experience and qualifications an asset).
- Must be organized and have attention to detail.
- Must have or be willing to obtain basic first aid (YOA will cover training costs if needed) and a vulnerable sector check.
- Knowledge of course setting software (CONDES) to plan exercises and digital mapping skills are assets.
- Valid driver license is preferred.

To apply send an email with resume: info (at) yukonorienteering (dot) ca. Applications will be reviewed starting February 28, 2025.

Questions? Please email info (at) yukonorienteering (dot) ca