

Youth Program Coordinator

The Whitehorse Nordic Centre is currently seeking a Youth Program Coordinator to lead our popular program for children aged 4 to 12, which welcomes around 200 young skiers each season.

MISSIONS

The Program Coordinator will be in charge of organizing the 5 programs and Ski Camp over the Christmas and Spring Break.

- Ensure the health, safety, and well-being of children in the program
- Plan and prepare for the program early in the season
- Recruit program leaders and helpers
- Promote and attend training sessions for new leaders/helpers (provided by Cross Country Yukon)
- Organize early-season training for leaders/helpers (games clinic, ski lessons, etc.)
- Support group leaders with lesson planning and equipment setup
- Collaborate with staff, volunteers, and participants
- Actively participate in all program sessions, meetings, and special events
- Coordinate rental equipment for participants
- Serve as the main contact during group activities
- Maintain accurate program documentation (lesson plans, group lists, communications)
- Develop new activities and help expand the program within Whitehorse
- Organize special activities and end-of-season events
- Promote trail etiquette, safety rules, and teach participants to ski safely on their own
- Complete season-end reports for the programs

REQUIREMENT

- Motivated and dependable leader with cross-country skiing and youth program experience
- Certified cross-country ski instructor (NCCP and/or CANSI)
- Safe Sport, Standard First Aid, and CPR certified (training available if needed)
- Able to provide a vulnerable sector check (from the RCMP)
- Strong leadership, communication, and teamwork skills
- Physically able to lead ski programs multiple days per week in winter conditions (down to -25°C)
- Adaptable, patient, enthusiastic, and self-controlled
- Proficient in English; French or additional languages are an asset.

ADVANTAGES

- Free season pass
- 20% discount on shop items
- Training and certification available

HOURS

- September, October and April, part-time (paid per hour)
- November 1st to March 31st, full-time (40 hours/week)



About the Centre

- **+90km of groomed trails**
- **More than 2 000 season pass holders**
- **Ski programs for all levels , all ages and background**
- **Easily accessible by car or city bus**
- **Large programming of social events and races**
- **a large community with just under 300 volunteer positions**

Wages: \$28 Hourly

SEND YOUR RESUME TO



info@whitehorsesnordic.ca



whitehorsesnordiccentre.ca



200-1 Sumanik Drive,
Whitehorse YT