

TIRF WANTS YOU TO JOIN OUR SUMMER COMMUNITY RUGBY TEAM!



POSITION:	Community Rugby Program - Youth Facilitators (aka TIRF Interns)
CONTRACT TYPE:	Seasonal Contract, Full-Time
DURATION:	May 1st, 2017 – August 28th 2017
LOCATION:	804 -170 Bloor St. W., Toronto, ON M5S 1T9
REPORTS:	Coordinator of Programs & Outreach

The Toronto Inner-City Rugby Foundation (TIRF) is a rugby-centred community development non-profit organization. We believe that rugby can be used as a tool for social good. **The Community Rugby Program** relies on strong relationships with nine local rugby clubs, community service agencies, and the City of Toronto to ensure that youth in priority, and low-income neighbourhoods, have opportunities to participate in rugby over the summer months. TIRF removes financial barriers that prevent youth from participating in rugby at the school, club, and rep. levels. TIRF rugby clinics and demonstrations are in more than 80 schools, and 120 community organizations.

Community Rugby Development - Youth Rugby Facilitators (aka TIRF Interns) will be a motivated, energetic **high-school or post-secondary students** looking to gain leadership skills and experience in communications, marketing, sports management, recreation, physical education, event planning, kinesiology, and/or non-profit sectors. Ideal candidates will have an interest in sports and community development.

JOB DESCRIPTION:

RUGBY DEVELOPMENT

- Recruitment and registration at TIRF and non-TIRF schools
- Facilitation of mini rugby house leagues, free rugby clinics (players 12 & under), Rugby “Try-Days” with TIRF’s partner clubs and schools in your designated region
- Organize and deliver low-cost “drop-in” community rugby programs in neighbourhoods
- Conduct outreach:
 - Engage TIRF eligible schools, communities and start onboarding process by conducting needs assessments
 - Ensure that all students/kids engaged are aware of the opportunities to continue participating in rugby throughout the summer

MARKETING & COMMUNICATIONS

- Ensure that parents, players, and the community are up-to-date on events and programs via tools like team-snap, websites, and social media
- Ensure that all club and TIRF events taking place within their assigned region are marketed well via conventional and new media

COMMUNITY RELATIONS

- Be an ambassador for TIRF and the game of rugby in the community
- Attend, on behalf of TIRF, community events within your designated region
- Organize Rugby “Festivals” within respective regions and/or centrally
- Ensure that TIRF youth have various opportunities to complete Gainline Volunteer hours
 - Organized club based events such as: community clean-ups, food drives, etc...

YOUTH PROGRAMMING

- Assist with the recruitment of youth for the TIRF Mentoring Program
- Facilitate social and educational events
- Support leadership programming for registered youth
- Support TIRF during “TIRF Rugby Day” and other events by assisting with ticket distribution, transportation, food distribution, and player management

ADMINISTRATIVE SUPPORT

- Coordinate and manage players
- Contribute stories to the quarterly newsletter and periodic sponsor updates
- Provide monthly updates on key metrics
- Support clubs and TIRF at fundraising events during the summer
- Other duties as assigned

SKILLS REQUIRED:

- Demonstrated values of diversity, inclusion and teamwork
- Strong leadership qualities
- Ability to work independently and juggle multiple projects/deadlines
- Excellent computer skills (Microsoft Office Suite) and social media
- Strong interpersonal skills, ability to build and facilitate organizational partnerships
- Excellent written and verbal communication skills
- Event planning and event management skills

IN ADDITION THE FOLLOWING ARE CONSIDERED ASSETS

- Experience in sports industry and particularly rugby
- Experience working in a recreation facility, recreational programs, and/or special events
- Knowledge of local community organizations, socio-economic landscapes in Toronto, and youth issues

BENEFITS:

- Personal/Professional Development Workshops
- While this is a paid full-time seasonal contract position, TIRF does operate on flex-time

HOW TO APPLY:

Please submit a cover letter and resume in a PDF document with the title “[Your Name]: **Community Rugby Development - Youth Rugby Facilitator**” to jobs@TIRFrugby.ca All applications are due by **5pm, April 5 2017**. Due to the volume of applicants, only candidates selected for an interview will be contacted. Please let us know if you require any accommodation during the interview process, please contact us.