

## **Field Sports/Basketball Supervisor Job Description**

The NBMA is seeking one qualified individual who will conduct safe, fun and skill-building field sports and basketball programs for children of Norway Bay. The supervisor of the field sports and basketball programs will serve as a resource for participants and staff to achieve the goals of the programs. They will promote the youth of The Bay to engage in physical activity, have fun, and develop positive peer relationships and a sense of well-being.

### **Responsibilities**

- Ensure the health, safety and well-being of children in the program by providing close supervision of all activities
- Ensure all participants have an enjoyable and inclusive experience
- Review and adapt the 6 week basketball lesson plan with the Director(s), as well as weekly field sports plans
- Delegate tasks and responsibilities to other staff and volunteers. Ensure their understanding and ability to lead drills and activities as directed by you.
- Provide sports and activity instruction i.e. perform drills and demonstrations
- Lead hands on activities
- Ensure all health and safety protocols are followed
- Ensure that the equipment is set up before the start of each day's program, and also the safe-keeping of all program materials at the end of each day
- Maintain and ensure safety of equipment, sports field and basketball court, including leaving the sites clear of debris
- Attend lessons and training on time, properly attired, and ready to work
- Communicate effectively with parents, members and staff
- Inform the director(s) of any concerns or problems regarding participants and facilities
- Maintain accurate program documentation (incident/accident, reports, attendance, staff hours
- Actively participate in training sessions, designated meetings and special events.

### **Qualifications**

- Positive, friendly, and enthusiastic attitude
- At least one year of successful activity instruction experience (can be NBMA instructor in basketball and/or field sports)
- Current First Aid/CPR-C/AED certifications
- Excellent verbal communication skills
- An intermediate ability in basketball and/or other sports is necessary
- Other experience in supervision, athletics, coaching and instruction will be considered