



**YMCA of Medicine Hat**  
150 Ash Avenue South East  
Medicine Hat, AB, T1A 3A9  
403.527.4426  
[www.medicinehatymca.ca](http://www.medicinehatymca.ca)

**Position Title:** STEP Instructor

**Location:** Downtown & Southridge Location

**Start Date:** Immediate

**Situation:**

The YMCA of Medicine Hat can trace back its roots more than 50 years. Currently, the YMCA of Medicine Hat serves over 5000 people in Medicine Hat and surrounding communities. With a staff complement in excess of 100 full and part-time people, combined with more than 500 volunteers and donors, and an operating budget of \$4 million, the YMCA of Medicine Hat serves over 5000 annual members and participants through its two Health Fitness and Recreation Branches (Downtown and South Ridge). The YMCA of Medicine Hat has 2 licensed YMCA Child Care Centres providing services to Families. Over 500 day campers and 100 residence campers register in our summer programs.

**Nature and Scope:**

Stays within recommended guidelines/programming specific to population who may be currently battling cancer or in remission as well as any caregivers attending.

**Key Responsibilities**

- Assists STEP program participants to achieve improvements in their personal health and fitness as well as psychosocial outcomes through education and structured exercise programming, while building positive relationships.
- Provides direct delivery in a class setting with a focus on building and facilitating participant relationships.
- Ensures outstanding programs and service are provided in a warm, friendly, clean, and safe environment.
- Follows direction from supervisor regarding programming/teaching and class delivery.
- Ensures safety is a top priority and assesses each participant on an individual basis ensuring program delivery is safe for every participant in relation to their needs/abilities.
- Assists with communications with Thrive Health Services to maintain standards of program origin.
- Assists with appropriate screening/testing for program participants.
- Assists in equipment ordering/cleans and maintains equipment during shifts and to report any repairs or work orders to supervisor.
- Participates on a staff team that is collaborative and supportive, and working with colleagues to ensure excellence in group cancer programs is achieved.
- Delivers programs in a manner in which the mission, values, goals and practices, including Priority Sam Standards, of the YMCA of Medicine Hat are being met, while building positive relationships.
- Prepares and sets up program equipment/rooms and cleans and tidies up equipment/rooms after use, reporting any repairs to supervisor.

*Building healthy  
communities*



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- In collaboration with individual program members, program volunteers and YMCA program staff, assists and encourages program participants to access additional programs offered at this location as appropriate for the population and approved by supervisor.
- Provide leadership to special events and workshops/presentation as outlined by supervisor.
- Provide a strong presence, engaging with and assisting participants, answering questions, providing referrals to healthcare and fitness professionals as applicable.
- Adheres to Priority S.A.M. and Workplace Health & Safety standards, specifically focusing on the yoga room/fitness studios.
- Demonstrates appropriate behaviors in line with our Mission, Vision and Values as reflected in our YMCA competencies; takes a member focused approach to increase their understanding of programs offered across the Association.
- Represents the YMCA and the Association in a professional manner.
- Understands the importance of the volunteer staff partnership and integrates the value of philanthropy and volunteerism in dealings with staff, volunteers and members.
- Ensures appropriate policies and procedures are implemented and monitored to ensure safe and effective member and volunteer participation.
- Participates regularly in educational seminars/workshops to increase knowledge pertaining to the fitness and health industry in relation with cancer.
- Ensures qualified staff are available to cover any sick days/vacation when regular programming is scheduled.
- Other duties as assigned

#### **Qualifications:**

- Clear Criminal Record Check including Vulnerable Sector Check, dated within 6 months is required at the interview.
- Current Standard First Aid/CPR required (level C) or willing to acquire.
- Knowledge of cancer and fitness/physical activity and its impact on individual types of cancer.
- Minimum 200hr yoga certification – Yoga Alliance course preferred
- Cancer specific training (Thrive Yoga Course) completed or willing to acquire.
- Successful completion of Thrive Health Services *Cancer and Exercise Training for Fitness and Health Professionals* online course is a requirement.
- Previous experience in developing yoga class delivery/coaching to individuals suffering from cancer or in remission/recovery is an asset.
- Well-developed interpersonal, and relationship building skills; ability to establish rapport and excellent communication with participants, staff and volunteers.
- Flexibility regarding schedule, including days, evenings and weekends.
- Three professional references



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## **Competencies, Expectations & Priorities:**

### **What qualities do we look for in a YMCA of Medicine Hat staff member?**

Our staff model and are committed to the following competencies;

1. **Commitment to Organization Vision and Values:** Demonstrates and promotes a personal understanding of and appreciation for the mission, vision, strategic outcomes and values of the YMCA
2. **Diversity:** Appreciates that people with different opinions, backgrounds and characteristics bring a richness to the YMCA
3. **Philanthropy:** Demonstrates a personal responsibility for the YMCA as a charity
4. **Leadership:** Guides, motivates and inspires self and others to take action to achieve desired outcomes
5. **Outcome Thinking:** Visualizes, understands and articulates YMCA outcomes and formulates strategies, plans and actions for achievement
6. **Quality Focus:** Ensures YMCA programs and services are superior
7. **Teamwork:** Actively builds teams and encourages open relationships for maximum organizational effectiveness

### **To Apply:**

Please apply with a cover letter, resume and 3 references (email addresses AND phone numbers) who can attest to your character and previous work and/or volunteer performance.

### **Hiring is ongoing until position is filled.**

Please send application packages to:

Samantha Dunne  
YMCA of Medicine Hat  
150 Ash Avenue SE  
Medicine Hat, Alberta  
T1A 3A9

[Samantha.Dunne@medicinehatymca.ca](mailto:Samantha.Dunne@medicinehatymca.ca)