



**Waterloo Minor Soccer Club**  
2001 University Avenue East  
Waterloo, ON N2K 4K4  
Phone 519.578.9680

March 11, 2025

Role: Skills Development Instructor  
Employer: Waterloo Minor Soccer Club

Location: 2001 University Ave. East, Waterloo, Ontario

Hours: Part-Time – Estimated 10 hours per week (May 24th - August 10th)

**BVB Bees Program**

- Sundays 12:00 - 2:50pm
- Wednesdays 5:00pm - 5:50pm
- Thursday 5:00pm - 5:50pm

**House League**

- Mondays 5:30pm - 8:15pm
- Tuesdays 6:00pm - 8:15pm
- Wednesdays 5:30pm - 7:30pm
- Thursday 6:00pm - 8:15pm
- Saturday 9:00pm - 2:30pm

Full Job Description:

**WATERLOO MINOR SOCCER CLUB ORGANIZATION OVERVIEW**

Waterloo Minor Soccer Club provides tremendous soccer experience for over 2,000 youth and athletes. Waterloo United in partnership with BVB Dortmund provides a world-class pathway for youth who want to compete in a competitive soccer environment with pathways to worldwide exposure.

**POSITION TITLE:** Skill Development Instructor

**REPORTS TO:** Lead Skill Development Coach & General Manager

**Job summary**

The Club is seeking Skills Development Instructor who are good with children, motivated and punctual individuals to support the operation of the Waterloo United Outdoor Recreational Program.

**Key Responsibilities**

PRIMARY DUTIES:

- Set up of the field(s) for game play

- Must actively manage the age group and deliver the curriculum as set out by WMSC.
- Must actively communicate with parents/players and respond to all parent/player inquiries regarding the program.
- Facilitate all training sessions and games for Soccer Fun U3-U6 (Active Start) U7-U9 (FUNdamentals), and U10-U13 (Learn to Train).
- Skills Instructors should create a high energy environment for the players to have fun and be active.
- Must work with the parent coaches within the age groups to facilitate the activities and games provided in the Recreational Curriculum by WMSC.
- Close up of venue on completion of final game, including: Storage of field equipment as needed.

#### SKILLSET DESIRED

- Ontario Soccer Game Leader Certificate.
- Ability to work with and relate to volunteers.
- Experience with a non-profit group, an asset; Experience with events.
- Very organized and procedure oriented.
- Completes Tasks effectively; Meet deadlines and timelines.
- Strong communication skills, punctual, team player.
- Leadership skills, mentoring ability and program development.

#### QUALIFICATIONS & PERSONAL SKILL REQUIREMENTS

- Excellent time management and organizational skills.
- Excellent communication skills.
- Positive, outgoing and energetic attitude with a customer-focused approach.
- Excellent communication, problem solving and decision-making skills.
- Must be available to work weekends, as well as evenings, and be available for the full event

#### **Conditions of Employment**

- Legally eligible to work in Canada
- Clean police record check with Vulnerable Sector
- G Drivers license is considered an asset.

Job type: Part-Time

Hours: 13 hours

Work location: In person - RIM Park

Wage expectation: \$18.20/hour

**APPLICATION DEADLINE:** Open until filled.

We wish to thank all applicants for their interest; however, only those selected for an interview will be contacted.

Please submit applications to this Job Application Form: [Click Here](#)