

Program Monitor

(Job # 2025-103-IE)

Department: Community Services
Status: Part-time, Temporary
Date Posted: November 17, 2025
Date Closing: **December 01, 2025, 4:00 p.m.**
Number of Positions: 1
Scheduled Hours/Shifts: Mondays 5:45pm – 9:00pm and Fridays 6:00pm – 10:00pm
Salary: \$17.85 to \$19.31
Flexible Working Arrangements: No

WHY Stouffville:

Working for the Town of Stouffville means being a part of one of HRD Canada's Best Places to Work. Here, we foster a sense of belonging as a tightknit workforce. The Town is dedicated to supporting its employees, by providing competitive compensation, OMERS Pension, employer funded benefits, paid vacation, sick time, EAP and flexible work arrangements, to help you prioritize what matters most.

We are committed to being an equal opportunity employer, supportive of an inclusive, barrier-free recruitment and selection process and as we grow, it's important that our workforce reflect the citizens we serve. At the Town, we respect, encourage, and celebrate our diversity. If contacted for an employment opportunity, please advise if you require accommodation.

Position Purpose:

The Program Monitor (Recreational Programs) is responsible for overseeing and supporting drop-in and general, non-instructional programs at 6240 Main Street. This also includes: ensuring a safe and clean environment; maintaining excellent customer service and public relations throughout the program, and maintaining statistical data (i.e., class lists, attendance, etc.).

Qualifications and Requirements:

- Minimum of 3 months experience in a particular sports or recreational program area
- Experience working with a variety of age groups/demographics: adult and older adult
- Strong organizational skills; ability to manage multiple tasks and prioritize
- Good cash handling, administration and problem-solving skills
- Excellent interpersonal and communication skills with the ability to deal courteously and effectively with the public
- Available to work flexible hours (evenings and weekends) as per program schedules
- Reliable and accountable
- Current First Aid and CPR certification

How to apply:

Please forward your resume in confidence by **November 28, 2025, at 4:00 p.m.**, identifying **Job # 2025-103-IE** in the subject line to hr@townofws.ca.

Please save your resume in PDF version and save the document in the following format: *Full name, Position Title*

We thank all applicants for their interest in this position, however, only those applicants selected for an interview will be contacted.