



Curling Coordinator, Bayview Golf & Country Club  
Thornhill, Ontario

Bayview Golf & Country Club, founded in 1960, is a private member owned club that features a championship golf course, 6 clay tennis courts, a six sheet curling rink, a fitness centre and an outdoor swimming pool. Numerous dining outlets are also available to club members and their guests. The club is located at the corner of Steeles Ave. and Leslie Street, close to major routes and easily accessible from all directions.

Bayview is currently seeking a second Curling Coordinator to assist with the activities of a busy curling operation. The preferred candidate will be an experienced curler with demonstrated organizational ability and supervisory/management experience. This is a seasonal position, commencing in mid-September and concluding in mid-April.

The primary duties of the Curling Coordinators are to oversee the day-to-day running of the curling leagues, and to perform the general functions of the curling office. Instruction for member clinics, corporate rentals and private lessons is also an important aspect of the position.

Other responsibilities include:

- Program development, novice league development
- Execution of marketing and promotional initiatives for leagues and events
- Development of appropriate website and social media content
- Event management, in cooperation with other departments and committee members
- Administrative support for the Curling committees as needed
- Development of the annual curling operating budget
- Health and safety compliance

The successful candidate will have strong interpersonal skills, excellent communication skills and, importantly, a passion for the sport of curling.

Interested candidates are asked to email a covering letter and resume' by May 31<sup>st</sup>, 2017 to:

Josef Coleman  
General Manager  
Bayview Golf & Country Club  
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