



185 Bridgeland Avenue, Suite 110  
Toronto, ON M6A 1Y7  
416-781-GAME (4263) 416-781-4162 (fax)  
www.torontosscc.com info@torontosscc.com

**JOB OPPORTUNITY:** York Region Sport & Social Club, General Manager

Join a results-oriented, fun, dynamic and hard-working team in the sports marketing and administration field.

**ABOUT THE SPORT & SOCIAL CLUB**

The Sport & Social Club is the largest organization of its kind in North America. The company creates, organizes and manages sports leagues and special events for adults in the Greater Toronto Area, Hamilton, York Region, Durham Region, Mississauga and Sudbury. Operating year round, the SSC is home to over 100,000 annual members.

**JOB DESCRIPTION**

This is a unique opportunity to manage a division of the Sport & Social Club. The York Region SSC has been running for 5 years and we would like to increase our presence in this region. You will be in charge of:

- Expanding on existing leagues and adding new leagues to grow the area.
- Increasing the number of members in York Region.
- Selling the leagues and getting a large number of people to sign up and play with us.
- Securing permits at venues to run new leagues. (This may be in conjunction with Toronto SSC staff)
- Ensuring that all league games are problem-free.
- Relationship management with venues and permits.
- Scheduling leagues with SSC scheduling tools.
- Customer service via website, email and in person.
- Ensuring all leagues have adequate equipment.
- Continually enhancing and refining our programs based on customer feedback and market conditions.

**QUALIFICATIONS/REQUIREMENTS**

- Strong interest in running your own business with the backing of industry experts.
- Sales, marketing/promotions experience.
- Well networked and interested in promoting our leagues to friends and associates.
- Positive, enthusiastic and an endless supply of energy.
- Able to successfully work independently and highly self-motivated.
- Hardworking and dedicated to the task at hand.
- You are confident in your ability to take control of a situation.
- Your friends describe you as outgoing and extroverted.
- Strengths in planning, problem solving and decision-making.
- Driver's license and/or your own car (you will be compensated for gas and/or mileage).

**UNIQUE WORKING HOURS**

We view this job as part time (15 to 20 hours a week) but with the strong possibility of it becoming full time. Often you will be able to make your own hours; however there will be evening and weekend work since that is when the majority of the leagues run and when pre-season promotions will happen.

**COMPENSATION AND BENEFITS**

- Annual salary of \$15,000 to \$25,000 depending on your success. Compensation is partially based upon number of teams playing per season.
- Compensation would grow as job becomes more full time and the numbers playing in leagues expand.

185 Bridgeland Avenue, Suite 110  
Toronto, ON M6A 1Y7  
416-781-GAME (4263) 416-781-4162 (fax)  
www.torontossc.com info@torontossc.com

#### **APPLICATION PROCESS**

- Please submit a resume and cover letter to [jennifer@torontossc.com](mailto:jennifer@torontossc.com).
- In your cover letter please tell us about the following areas:
  - Your business/entrepreneurial experience
  - Your ability to be self-motivated and work independently
  - Your short (1 year), medium (3 year) and long term goals (5+ years)
- Submission deadline is December 9, 2011.
- First round interview the week of January 2, 2012
- Second round interviews the week of January 9, 2012
- Anticipated start date of February 1<sup>st</sup>.