



## ***We're looking for a Gym Manager!***

The Junction Climbing Centre is a vibrant community of several hundred members in the heart of London's Old East Village. We pride ourselves in offering one of the best climbing facilities in the province while being deeply integrated into and supportive of our local neighbourhood and city. Working at the Junction means you play a role in guiding new and experienced climbers through their journey in the sport every day.

We are hiring a highly organized and dependable individual to manage the Junction's administrative and frontline operations. Responsible for the full range of Junction product offerings, policies, and procedures, the Manager ensures that the gym operates smoothly and that necessary resources are allocated to each area of operation. They coordinate all event bookings, staff scheduling, hiring and staff training, as well as update the website and marketing materials.

Ideal candidates have a leadership or management background in either the outdoor adventure, recreation, customer service, or retail industries. They have excellent interpersonal skills, and are able to quickly find positive resolutions to issues. Attention to detail and the ability to identify problems before they occur are also key strengths, as is the ability to build and maintain a cohesive staff team.

Climbing experience, especially ACMG and CWA certifications, is not required but is a significant asset. Prerequisites include valid First Aid/CPR and a clear Criminal Record Check. Familiarity with any of the following is also an asset:

- Microsoft Office
- Rock Gym Pro
- When2Work (*or similar scheduling software*)
- ADP WorkForceNow (*or similar HR information system*)
- Graphic design software (*Adobe Suite preferred*)
- Wix (*or similar website management tools*)

Above all else, we are looking for someone committed to creating the best possible experience for a diverse range of customers. The individual's passion for creating an inclusive space for climbers and staff to come together and feel welcome should be evident in their actions and attitude.

This is a full-time position starting in early April 2020. Primary hours of work are 9am to 5pm on weekdays, along with some evenings and weekends. Compensation includes a competitive wage, phone plan, benefits, industry discounts, and flexible work hours.

Please email applications to [john@junctionclimbing.com](mailto:john@junctionclimbing.com), including your resume and a cover letter. To reduce waste, paper resumes will not be accepted.