



Position Available: **Curling Coordinator**

About Us

The Mississauga Golf and Country Club is one of Canada's top private all-season golf clubs, with a diverse membership of 1,400 members and an outstanding Tier One golf course famous for its excellence. The Club has played host to numerous premier events, including six Canadian Opens.

Founded in 1906, MG&CC is a year round private club that offers golf, curling and tennis, dining and social amenities. Our Tudor Clubhouse is a spectacular venue for casual and fine dining, banquets, weddings and various social events and functions.

At MGCC we are committed to building a diverse and inclusive workplace where all employees feel valued, respected and empowered to contribute their unique perspectives and talents. This means that we are committed to cultivating and preserving a work culture where we celebrate who we are and where everyone feels seen and heard.

Position Summary

Mississauga Golf and Country Club is seeking a dedicated, certified, and service-driven Curling Coordinator to lead our instructional programming and deliver an exceptional member experience both on and off the ice.

Key Responsibilities

Instruction & Training

- Deliver high-quality instruction for all levels of play
- Maintain current NCCP certification (minimum Competition Coach), Safe Sport, and Rowan's Law training
- Apply Long-Term Athlete Development principles
- Stay current with PSO/NSO teachings and standards
- Lead weekly training and develop video content for members
- Maintain First Aid, CPR, and AED certification; understand and follow club emergency protocols

Program Development & Event Execution

- In collaboration with the Curling Director, design and deliver engaging leagues, clinics, and programs
- Act as lead instructor for the Learn to Curl program
- Conduct small group and private lessons
- Recruit, train, and manage a team of instructional staff and contractors
- Work with the curling team to plan and execute events and bonspiels
- Source and implement appropriate training tools and equipment

- Troubleshoot and adapt on the fly during events and instructional sessions

Requirements

- At least 2-3 years' experience working in a club environment
- Moderate to high level of physical effort - standing in cold temperatures for extended periods of time, bending, lifting (up to 50 lbs) on ice, repetitive motions/movement
- Managing multiple priorities in a time sensitive environment
- Consistent attention to detail
- Scheduling and hours are flexible and based on the needs of the business, averaging 20 to 30 hours per week during the curling season (September through April annually)

Member Engagement & Communication

- Build strong, positive relationships with members, staff, and guests
- Lead confidently in a public-facing role
- Respond to inquiries and concerns professionally and promptly
- Support member engagement with the club's website and app
- Deliver excellent customer service with a focus on new curler experience

Admin & Technology

- Proficient in Microsoft Office and club POS systems
- Communicate effectively via email and WhatsApp
- Manage schedules and bookings using an online calendar
- Maintain accurate records and administrative files
- Collaborate with other curling and club staff
- Flexibility to work evenings, weekends, and holidays as required

Location:

1725 Mississauga Rd. (Mississauga Rd. & QEW) (Toronto, Canada Area) **NOTE: MG&CC is not on a bus route. You must have reliable transportation.

MG&CC is an equal opportunity employer and we would like to thank all applicants for their interest. Please note that we will only be contacting the candidates under consideration.

In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code Mississauga Golf and Country Club will provide accommodations throughout the recruitment and selection process to applicants with disabilities. If selected to participate in the recruitment and selection process, please inform Human Resources of the nature of any accommodation(s) that you may require.