



**INSPIRE &
EMPOWER
CHAMPIONS**

IN SPORT AND LIFE

STAFFING/JOB DESCRIPTION – June 2025 COORDINATOR OF MOVEMENT, INCLUSION & OUTREACH (CMIO)

Gymnastics Saskatchewan is the Provincial/Territorial Governing Body of Gymnastics for the province of Saskatchewan. Home to over 50 member clubs providing programming for all ages and stages of development, the Saskatchewan Gymnastics community is exciting and vibrant and has a mandate to inspire and empower Champions in Sport & Life. We are seeking an enthusiastic & energetic professional to join our team, where competitive wages/benefits are offered. We pride ourselves on a positive, enjoyable, and respectful work atmosphere.

TERMS OF REFERENCE

The sport of Gymnastics consists of core and emerging disciplines with a variety of levels that provide participatory opportunities for all. With a dedicated focus on human movement, Gymnastics plays a significant role in building long-term health and wellness through Fundamental Movement Skill and Physical Literacy development.

Gymnastics Saskatchewan believes equity, diversity, inclusion, and reconciliation are essential to our mission. This role will play a key part in ensuring our programs reflect and serve the full diversity of Saskatchewan's communities, particularly those who have lacked inclusive and equitable access to sport.

Under the direction of the CEO, DOO, and in collaboration with other staff, coaches, officials, committees and volunteers, the Coordinator of Movement & Outreach shall be responsible for working with a variety of groups to help build healthy communities, support equity group populations, deliver educational opportunities, and bring inclusive initiatives to our provincial operations, while delivering a dedicated holistic gymnastics movement skill development program throughout Saskatchewan. This includes the planning, implementation, coordination, and evaluation of age-appropriate foundational movement and physical literacy programs. The CMIO will work with a team of support staff and volunteers to achieve the mission, vision, goals and objectives of Gymnastics Saskatchewan's diversity, equity, & inclusion programs.

QUALITIES

- Passionate about gymnastics as a foundational movement skill development tool for all ages and levels.
- Values and builds programs that are inclusive and celebrate differences.
- Global thinker that can build and execute the vision of our provincial gymnastics DEI initiative.
- Open to learning from a variety of stakeholders.
- Has the ability to build successful teams and partnerships.



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- Capacity to create a long-term provincial movement development program.
- Good communicator, facilitator, and organizer.
- Ability to successfully facilitate learning.
- Can investigate DEI initiative education and share knowledge with team members.
- Experienced with working with equity groups.

KNOWLEDGE AND EDUCATION (Note: Only applicants currently living in Canada will be considered).

- Committed to Truth and Reconciliation, with a willingness to learn about and support Indigenous communities in Saskatchewan through respectful and informed engagement.
- Strong background in physical activity and/or sport instruction.
- Ability to work independently and as part of a team.
- Demonstrates excellent verbal, written, and oral skills.
- Possess strong coordination and leadership skills.
- Dedication to Customer Service and building relationships with others.
- Ability to coach, train and guide, peers and participants.

PREFERRED QUALIFICATIONS

- Police check with vulnerable sector search - annually as per governing body.
- Current Safe Sport/Respect in Sport/Making Ethical Decisions (or willingness to obtain/upgrade)
- Current Standard First Aid Certificate and CPR-C (or willingness to obtain/upgrade).
- Basic Administration experience (e.g., email, Microsoft Office, budget development).
- Previous Gymnastics experience is an asset but not required.

RESPONSIBILITIES

- A priority project for this position will be supporting the development of a “Gymnastics for All” after-school program in collaboration with a variety of partners. This initiative will focus on delivering accessible movement-based programming in community schools throughout Saskatoon and Regina, aiming to foster physical literacy, inclusion, and long-term engagement in sport.
- Review and analyze of the organization’s current stakeholders and DEI policies.
- Develop and support initiatives that address barriers to participation in gymnastics, with a focus on economic, cultural, geographic, and systemic inequities.
- Develop a set of key performance indicators that outline short- and long-term successes.
- Coordinate and administer department specific programs, special events and projects.
- Develop, review, and be accountable for budgets, and follow-up requirements for all



programs in consultation and collaboration with the CEO and DOO.

- Develop and implement any risk management policies and procedures in cooperation to ensure safe and effective operation of all programs.
- Support movement foundation in children, youth and other populations through a variety of age/stage appropriate programs.
- Other duties as assigned and relevant.

WORKING CONDITIONS

- This position will be full-time contract role beginning July 2025 and ending August 2028, with an opportunity for extension.
- This position will be regularly scheduled from Monday to Friday in an office environment. Hours on camp days may vary.
- Flexibility to adapt to camp needs will be required and will be worked out in advance with supervisor.
- 3 weeks of vacation time will be provided yearly, in alignment with Saskatchewan's Labor Law.
- Working environment includes physical, emotional, and mental demands on infrequent occasions.
- Exposure to loud noises and ability to concentrate in a busy environment.
- Travel throughout Saskatchewan will be required when running programming.
- Loading, unloading, and setting up equipment during education days.
- Use of a large rental vehicle &/or enclosed trailer to transport equipment

SALARY AND BENEFITS

The Salary range is \$55,000-\$65,000/yr. and is commensurate with education and experience. Gymnastics Saskatchewan offers a benefits plan that includes group insurance and pension/RSP. Travel and irregular/flexible hours are required in this position. This position is based (in-person) out of new Saskatoon office.

APPLICATION INSTRUCTIONS

Interested candidates should submit a cover letter and resume to Gymnastics Saskatchewan CEO Terrol Russell (ceo@gymsask.com). Please write CMIO Resume Submission in the Subject Header. The Deadline for applications is **July 11th, 2025**. Interviews for this position will be scheduled to start during the week of **July 21st**. We thank all applications for their interest. Only those selected for an interview will be contacted.

Terrol GG Russell
CEO, Gymnastics Saskatchewan
ceo@gymsask.com