



## VOLLEYBALL CANADA INDOOR MEN'S NATIONAL TEAM SUMMER JOB

<b>Organization:</b>	Volleyball Canada
<b>Position:</b>	Program and Events Assistant
<b>Location:</b>	Gatineau, QC
<b>Type of Position:</b>	Term (May 25 to July 17, 2026 – 8 weeks)
<b>Hours of Work:</b>	35hrs/week
<b>Compensation:</b>	Canada Summer Job Salary, to be discussed during the interview process

### Volleyball Canada

Volleyball Canada is committed to creating an inclusive and diverse work environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, ancestry, place or origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, family status or disability.

### Nature of Work

Volleyball Canada (VC) is a not-for-profit organization that provides leadership and oversees the development of volleyball in Canada. During peak periods, the office is a fast-paced environment where multiple projects with varying deadlines/timelines must be completed simultaneously. This position will provide support and assistance in a variety of areas to help ensure the success of our Indoor Men's National Team programs and upcoming events in the region. A strong set of communication, interpersonal and organizational skills, as well as a positive attitude and outgoing personality are a definite asset. Work hours are flexible; however occasional evening and weekend work will be required. Work is to be completed independently with general supervision. This position reports directly to the Men's National Team Coordinator.

Volleyball Canada is committed to equity, diversity and inclusion in all respects, including hiring a workforce that is reflective of the diverse population of Canada with respect to age, gender, ethnicity, religion, ability, sexual orientation, education and culture. We actively encourage applications from persons who identify as women, indigenous peoples, person with disabilities, LGBTQ2S+ individuals, and members of visible minorities. Self-identification by candidates is completely voluntary.

### Indoor National Team Duties

Responsibilities will include but are not limited to:

- **Team Support**
- **Athlete Support Services**
- **Tour / Event Support**

### Friendly Matches – Gatineau, QC (June 6-7 2026)

**Must be available to work during both matches.**

Responsibilities will include but are not limited to:

- **Event Logistics**
  - Assist with ticketing booth.
  - Assist with volunteers.
  - Assist with last-minute on-site requirements.

### Volleyball Nations League – Ottawa, ON (June 9 to 14, 2026)

**Must be available to work during the full event.**

Responsibilities will include but are not limited to:

- **Event Logistics (Team Services)**
  - Assist with accommodation of teams and delegates.

- Assist with training schedule.
- Assist with event hosts.

### **Qualifications and Expertise**

- Excellent interpersonal skills with the ability to communicate in a pleasant and professional manner both verbally and in writing with staff, athletes, volunteers, suppliers and the general public
- Ability to work independently and demonstrate good judgment in a fast-paced environment with many conflicting priorities
- Strong organizational and time management skills, with the ability to prioritize, multi-task and meet strict deadlines
- Ability to show leadership to build and maintain excellent working relationships
- Bilingualism (French/English)
- A positive attitude and willingness to learn on the job and take initiative
- Event experience in a sport setting either as a participant or volunteer would be considered an asset
- Knowledge of the sport of volleyball would be considered an asset
- Valid driver's license required
- Demonstrated expertise in Microsoft Office
- Preference given to students fulfilling academic obligations

### **Application deadline:**

May 10, 2026

**Send a cover letter, a resume, and two (2) references **BY E-MAIL ONLY**, to:**

#### **Cassandra Nicol**

Program Lead, Men's Indoor National Team

Volleyball Canada

[cnicol@volleyball.ca](mailto:cnicol@volleyball.ca)

*We thank all applicants, however, only the candidates selected for an interview will be contacted.*