



PROGRAM ASSISTANT APPLICATION

2011-2012 Fall & Winter Programs

Name: _____ Birthdate: _____
 Address: _____ Age: _____
 City: _____ Phone: _____
 Postal Code: _____ Email (parent): _____
 Email (skater): _____

Are you a member of KWSC or TCHSS? Y N
 Number of hours you would like? _____

Please indicate the programs you are available for. We will do our best to meet your requests. Your placement(s) will depend on your age, experience and, if applicable, your performance as a Program Assistant from the previous year. The K-W Skating Club is committed to providing the community with skating programs of the highest standard and you are an important part of the team!

Rink	Program	Day	Time	Fall Dates	<input checked="" type="checkbox"/>	Winter Dates	<input checked="" type="checkbox"/>
Rim Park: CFSC	Preschool	Monday	9:45am	Oct 17-Dec 12		Jan 9-Mar 12	
Albert McCormick	Preschool	Monday	5:30pm	Oct 17- Dec 19		Jan 9-Mar 12	
Albert McCormick	CanSkate	Monday	6:20pm	Oct 17-Dec 19		Jan 9-Mar 12	
RIM Park: Lions	Preschool	Tuesday	6:00pm	Oct 18-Dec 13		Jan 10-Mar 6	
RIM Park: Lions	Canskate	Tuesday	7:00pm	Oct 18-Dec 13		Jan 10-Mar 6	
RIM Park: Lions	Rec STAR	Wednesday	6:15pm	Oct 19- Dec 13		Jan 11- Mar 7	
RIM Park: Lions	Canskate	Wednesday	7:15pm	Oct 19- Dec 13		Jan 11- Mar 7	
RIM Park: Lions	Adult CS	Wednesday	8:05pm	Oct 19- Dec 13		Jan 11- Mar 7	
Grand River	CanSkate/Preschool	Thursday	5:05pm	Oct 20- Dec 14		Jan 12- Mar 8	
Grand River	Learn To Skate	Thursday	6:00pm	Oct 20- Dec 14		Jan 12- Mar 8	
Lions Kitchener	Learn To Skate	Saturday	10:00am	Oct 15- Dec 10		Jan 7- Mar 3	
Lions Kitchener	Preschool	Saturday	11:00am	Oct 15- Dec 10		Jan 7- Mar 3	
Lions Kitchener	Canskate	Saturday	12:00pm	Oct 15- Dec 10		Jan 7- Mar 3	
Rim Park: Optimist	Learn To Skate	Saturday	2:30pm	Oct 15- Dec 10		Jan 7- Mar 3	
Rim Park: CFSC	Preschool	Saturday	1:45pm	Oct 15- Dec 10		Jan 7- Mar 3	
Rim Park: CFSC	Canskate	Saturday	2:40pm	Oct 15- Dec 10		Jan 7- Mar 3	
Rim Park: CFSC	Rec STAR	Sunday	10:15am	Oct 16- Dec 11		Jan 8- Mar 4	
Rim Park: CFSC	Snowball Synchro	Sunday	11:05am	Oct 16- Dec 11		Jan 8- Mar 4	
Rim Park: CFSC	Canskate	Sunday	11:45am	Oct 16- Dec 11		Jan 8- Mar 4	
Rim Park: CFSC	Preschool	Sunday	12:45pm	Oct 16- Dec 11		Jan 8- Mar 4	
Rim Park: CFSC	CanSkate/Preschool	Sunday	1:45pm	Oct 16- Dec 11		Jan 8- Mar 4	
Rim Park: CFSC	Learn To Skate	Sunday	2:40pm	Oct 16- Dec 11		Jan 8- Mar 4	
Don McLaren	Canskate	Sunday	2:00pm	Oct 16- Dec 11		Jan 8- Mar 4	
Don McLaren	Preschool	Sunday	3:00pm	Oct 16- Dec 11		Jan 8- Mar 4	
Don McLaren	Learn To Skate	Sunday	3:55pm	Oct 16- Dec 11		Jan 8- Mar 4	

All communication and confirmation of your hours will be done by email.
Mandatory Training Date and Time TBA

Please return to the KWSC office by: **Thursday, September 8, 2011**
 Or email your completed form to pmacintosh@kwsc.org and mcooper@kwsc.org

PLEASE TURN OVER FOR ADDITIONAL INFORMATION

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PROGRAM ASSISTANT PAY/CREDIT SCALE

Age	Hourly rate	Comments
10-12 yrs	\$3.50	Not to exceed \$4.00
12-14 yrs	\$4.00	
14 and up	\$5.00	
18 yrs and CanSkate Certification	Jr. pro rate ½ of coaching rate not to exceed \$11	

Credits accumulated throughout each season may only be used for expenses incurred within the Club – such as skating registration or fitness centre membership. An honorarium (gift card to Conestoga Mall) or Community Service hours are other available options.

Your credit must be applied by a certain date according to Skate Canada rules, after this date credits are no longer valid.

The **KWSC** will provide:

- A Program Assistant Training Day and update clinics
- Recreational Program Coordinators to organize and oversee all Programs
- A phone list of all Program Assistants, and a sub list
- A Designated Trust Directive Form to be completed seasonally (fall, winter, spring & summer) for PA credits distribution.

The **Program Assistant** will:

- Attend the Program Assistant Training Day
- Attend all sessions. In case of absence a replacement must be found. A phone call to the Coach-in-Charge **MUST** be made if you are unable to find a replacement for your session.
- Wear appropriate attire
- Be at the rink 15 minutes before the start time of the session
- Assist with set up, warm-up, cool down, and clean up. Interact with the skaters and most of all, be enthusiastic and have fun!