

ARTS, ENTERTAINMENT & RECREATION

Career Ladder

LEARN ABOUT THE ARTS, ENTERTAINMENT & RECREATION CAREER PATH

Advance your skills and learn what it takes to move up the Arts, Entertainment & Recreation Career Ladder!

Each career level contains information about wages, job descriptions, main job duties, examples of job titles, general skills, and links to educational and training opportunities.

If you have further questions about local labour market information, email helpdesk@wdb.ca or visit wdb.ca.



WHAT YOU DO:

Set up and operate rides and attractions, collect tickets and fees, and supervise the use of recreational and sports equipment.

SKILLS

- CUSTOMER SERVICE
- COMMUNICATION SKILLS
- ORGANIZATIONAL SKILLS
- SALES
- FIRST AID

EDUCATION & TRAINING RESOURCES

Some secondary school may be required.

On-the-job training is usually provided.

SECONDARY SCHOOL

Specialist High Skills Major (SHSM) – Sports & Hospitality & Tourism

- [Kawartha Pine Ridge District School Board](#)
- [Trillium Lakelands District School Board](#)
- [Peterborough Victoria Northumberland and Clarington Catholic District School Board](#)

FLEMING COLLEGE

Academic Upgrading

- [Skills on Demand – Work and Academic Upgrading](#)

Post-Secondary Education

- [Building and Maintaining Customer Relations](#)
- [Client/Customer Relations](#)

CERTIFICATION COURSES

- [Lifesaving Society – First Aid](#)

MAIN JOB DUTIES

- Drive trucks, vans and other vehicles to transport amusement rides, games and other attractions to amusement attraction sites
- Collect tickets and fees, and rent or sell sports and accessory equipment or sell tickets
- Schedule the use of recreational facilities and set up rides, game concessions and other amusement attractions
- Operate recreational facility equipment, rides and other attractions safely
- Clean and maintain recreational facilities and grounds

JOB TITLE EXAMPLES

Campground Worker
Golf Course Attendant
Park Attendant
Park Receptionist

OTEC - ONTARIO TOURISM EDUCATION CORPORATION

- [Service Excellence Series](#)
- [Training Solutions](#)
- Contact: info@otec.org

SERVICE PROVIDERS

Find your local employment service provider [here](#) or adult education and training provider [here](#) and contact them for current training programs such as:

- Occupational-specific training, career planning, job search, resume writing, or government-funded programs
- Upgrading and skills development including grade 12 support, customer service, money math, computers, and more

VIEW JOB POSTS

WHAT YOU DO:

Lead and instruct groups and individuals in various recreational, sports, fitness or athletic programs.

SKILLS

- FIRST AID LEADERSHIP
- COMMUNICATION SKILLS
- INTERPERSONAL SKILLS
- MANAGEMENT

EDUCATION & TRAINING RESOURCES

Demonstrated ability in a particular recreational, sports or fitness discipline is required.

Completion of secondary school education is usually required.

Completion of a college program in recreation or physical education is usually required.

Certification and/or experience is usually required in a specific area of recreational, sports or fitness activity, such as, a ski instructor or personal trainer, fitness instructor specialist, or in first aid or emergency care.

SECONDARY SCHOOL

Specialist High Skills Major (SHSM) – Sports & Hospitality & Tourism

- [Kawartha Pine Ridge District School Board](#)
- [Trillium Lakelands District School Board](#)
- [Peterborough Victoria Northumberland and Clarington Catholic District School Board](#)

FLEMING COLLEGE

Academic Upgrading

- [Skills on Demand – Work and Academic Upgrading](#)

Post-Secondary Education

- [Building and Maintaining Customer Relations](#)
- [Client/Customer Relations](#)

ONTARIO COLLEGE DIPLOMA OR CERTIFICATE

- [Recreation and Leisure Services](#)
- [Recreation and Leisure Services \(Advanced Standing\)](#)
- [Community Integration Through Cooperative Education](#)

MAIN JOB DUTIES

- Plan, demonstrate or instruct various recreational, athletic, fitness and sports activities
- Assemble supplies and sports and game equipment
- Monitor recreational, sports or fitness activities and enforce safety rules and regulations
- Provide emergency or first aid assistance when required
- Attend to group arrivals and departures
- Assist clients with special needs, provide lifestyle awareness information or conduct therapeutic recreational activities
- May train and supervise staff

JOB TITLE EXAMPLES

Camp Counsellor
Lifeguard
Outdoor Educator
Personal Trainer
Sports Instructor

OTEC - ONTARIO TOURISM EDUCATION CORPORATION

- [Service Excellence Series](#)
- [Training Solutions](#)
- Contact: info@otec.org

SERVICE PROVIDERS

Find your local employment service provider [here](#) or adult education and training provider [here](#) and contact them for current training programs such as:

- Occupational-specific training, career planning, job search, resume writing, or government-funded programs
- Upgrading and skills development including grade 12 support, customer service, money math, computers, and more

VIEW JOB POSTS



WHAT YOU DO:

Prepare and train individual athletes or teams for competitive events.

SKILLS

- COMMUNICATION SKILLS
- FIRST AID
- PLANNING
- ORGANIZATIONAL SKILLS
- LEADING & MOTIVATING

EDUCATION & TRAINING RESOURCES

Experience in and technical knowledge of the sport is required.

Completion of the National Coaching Certificate Program (NCCP) is usually required.

A post-secondary degree in physical education may be required.

SECONDARY SCHOOL

Specialist High Skills Major (SHSM) – Sports & Hospitality & Tourism

- [Kawartha Pine Ridge District School Board](#)
- [Trillium Lakelands District School Board](#)
- [Peterborough Victoria Northumberland and Clarington Catholic District School Board](#)

FLEMING COLLEGE

Post-Secondary Education

- [Leadership Development](#)
- [Dispute Resolution](#)
- [Sports Psychology](#)

ONTARIO COLLEGE DIPLOMA OR CERTIFICATE

- [Sport Conditioning](#)

MAIN JOB DUTIES

- Plan, develop and implement training and practice sessions
- Identify strengths and weaknesses of athletes and teams
- Motivate, nurture and prepare athletes or teams to develop skills and abilities needed for competitive events
- Formulate competitive strategies, develop game plans and direct athletes and players during games or athletic events
- Analyze athletes' or teams' performances and modify training programs
- Identify, evaluate and recruit future athletes for professional sports teams

JOB TITLE EXAMPLES

Gymnastics Coach
Head Coach
Hockey Scout
Sports Coach
Baseball Coach

ONTARIO BACHELOR OF PHYSICAL EDUCATION

- [Brock University](#)
- [Laurentian University](#)
- [Nipissing University](#)
- [Redeemer University](#)

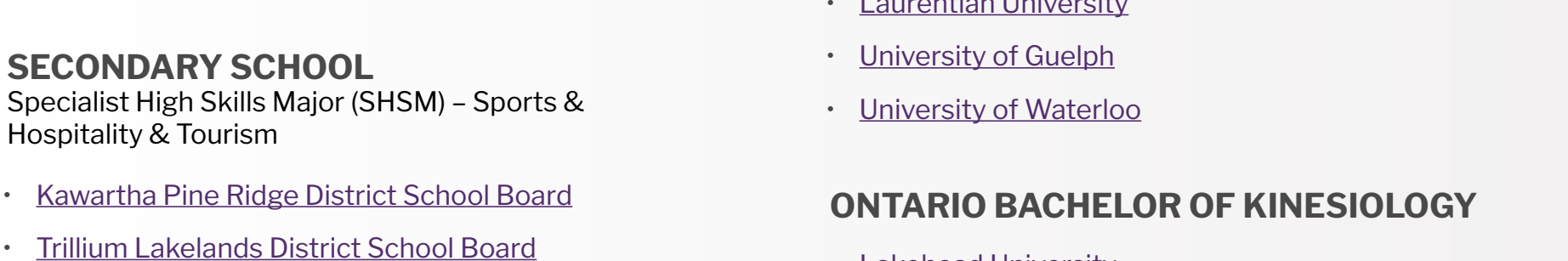
CERTIFICATION EXAMPLES

- [National Coaching Certification Program \(NCCP\)](#)
- [Canadian Ski Instructors' Alliance \(CSIA\) – Ski Coach](#)
- [Canadian Golf Teachers Federation \(CGTF\) – Golf Coach](#)
- [Gymnastics Ontario – Gymnastics Coach](#)
- [Swim Ontario – Swimming Coach](#)
- [Hockey Canada – Hockey Coach](#)
- [Lifesaving Society – First Aid](#)

SERVICE PROVIDERS

Find your local employment service provider [here](#) or adult education and training provider [here](#) and contact them for current training programs such as:

- Occupational-specific training, career planning, job search, resume writing, or government-funded programs
- Upgrading and skills development including grade 12 support, customer service, money math, computers, and more



WHAT YOU DO:

Oversee and administer recreation, sports and fitness programs and activities.

SKILLS

- PLANNING
- MANAGEMENT
- COORDINATING
- LEADERSHIP
- CUSTOMER SERVICE

EDUCATION & TRAINING RESOURCES

A university degree in recreation, or sports administration, physical education, kinesiology or related discipline or a college diploma in a recreation, sports and fitness program is required.

Several years of experience in a related field as a program leader or instructor in recreation, sports and fitness is required.

Certification in program specialization, such as fitness or lifesaving, may be required.

SECONDARY SCHOOL

Specialist High Skills Major (SHSM) – Sports & Hospitality & Tourism

- [Kawartha Pine Ridge District School Board](#)
- [Trillium Lakelands District School Board](#)
- [Peterborough Victoria Northumberland and Clarington Catholic District School Board](#)

FLEMING COLLEGE

Post-Secondary Education

- [Leadership Development](#)
- [Building and Maintaining Customer Relations](#)
- [Client/Customer Relations](#)
- [Human Resources Management Principles](#)
- [Dispute Resolution](#)
- [Occupational Health and Safety](#)
- [Sports Psychology](#)

ONTARIO COLLEGE DIPLOMA OR CERTIFICATE

- [Project Management](#)
- [Recreation and Leisure Services](#)
- [Recreation and Leisure Services \(Advanced Standing\)](#)
- [Community Integration Through Cooperative Education](#)

ONTARIO BACHELOR OF PHYSICAL EDUCATION

- [Brock University](#)
- [Laurentian University](#)
- [Nipissing University](#)
- [Redeemer University](#)

MAIN JOB DUTIES

- Develop, plan and coordinate sports, fitness and recreation programs and sporting events
- Supervise program leaders and volunteers, oversee training and set work schedules
- Collaborate with community partners to research existing programs, resources and best practices
- Promote and advise community groups, corporations, schools and other organizations about recreation, sports and fitness program and activities
- Resolve customer complaints
- Provide expert advice and consulting services on the administration of sports programs or recreation policy

JOB TITLE EXAMPLES

Aquatic Supervisor
Camp Coordinator
Fitness Coordinator
Recreation Supervisor

ONTARIO BACHELOR IN SPORTS MANAGEMENT, ADMINISTRATION OR BUSINESS

- [Brock University](#)
- [Laurentian University](#)
- [University of Guelph](#)
- [University of Waterloo](#)

ONTARIO BACHELOR OF KINESIOLOGY

- [Lakehead University](#)
- [Laurentian University](#)
- [Queen's University](#)
- [Trent University](#)
- [Western University](#)

CERTIFICATION EXAMPLES

- [Personal Trainer Certification Course \(CFES\) – Personal Trainer](#)
- [Canadian Society for Exercise Physiology – Personal Trainer](#)
- [canfitpro – Personal Trainer](#)
- [Lifesaving Society – First Aid](#)

OTEC - ONTARIO TOURISM EDUCATION CORPORATION

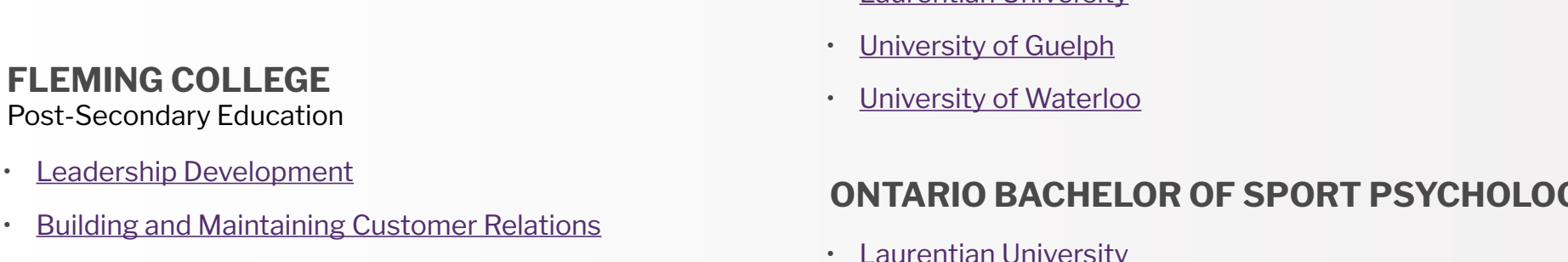
- [Service Excellence Series](#)
- [Training Solutions](#)
- Contact: info@otec.org

SERVICE PROVIDERS

Find your local employment service provider [here](#) or adult education and training provider [here](#) and contact them for current training programs such as:

- Occupational-specific training, career planning, job search, resume writing, or government-funded programs
- Upgrading and skills development including grade 12 support, customer service, money math, computers, and more

VIEW JOB POSTS



WHAT YOU DO:

Plan, organize, direct, control and evaluate, the work of managers and supervisors operating recreational, sports and fitness programs and services. They formulate policies which establish the direction to be taken, either alone or in conjunction with a board of directors.

SKILLS

- OPERATIONS
- CUSTOMER SERVICE
- LEADERSHIP
- MANAGEMENT
- SALES

EDUCATION & TRAINING RESOURCES

A university degree in recreation, physical education or sports administration or a college diploma in recreation management or sports administration is usually required.

Several years of experience as a supervisor or coordinator within the recreation, sports and fitness industry is usually required.

A coaching certification in a particular sport or a Municipal Recreation Director's Certificate may be required.

SECONDARY SCHOOL

Specialist High Skills Major (SHSM) – Sports & Hospitality & Tourism

- [Kawartha Pine Ridge District School Board](#)
- [Trillium Lakelands District School Board](#)
- [Peterborough Victoria Northumberland and Clarington Catholic District School Board](#)

FLEMING COLLEGE

Post-Secondary Education

- [Leadership Development](#)
- [Building and Maintaining Customer Relations](#)
- [Client/Customer Relations](#)
- [Human Resources Management Principles](#)
- [Dispute Resolution](#)
- [Occupational Health and Safety](#)
- [Sports Psychology](#)

ONTARIO COLLEGE DIPLOMA OR CERTIFICATE

- [Project Management](#)
- [Recreation and Leisure Services](#)
- [Recreation and Leisure Services \(Advanced Standing\)](#)
- [Community Integration Through Cooperative Education](#)
- [Sport Administration, Business and Management](#)

MAIN JOB DUTIES

- Establish objectives, direct and control the operations of recreation, sports and fitness programs and services
- Prepare budgets, monitor revenues and expenses and develop policies and procedures to implement programs
- Provide technical and professional advice on recreation, sports and fitness matters
- Recruit program leaders and coaches and direct managers and supervisors or other executive staff
- Develop long range plans and negotiate business contracts with suppliers for the provision of materials and supplies
- Lead and manage fundraising drives and arrange for sponsorships from public and private organizations

JOB TITLE EXAMPLES

Fitness Club Manager
Leisure Programs Manager
Recreation Manager
Recreation and Sports Director

ONTARIO BACHELOR OF PHYSICAL EDUCATION

- [Brock University](#)
- [Laurentian University](#)
- [Nipissing University](#)
- [Redeemer University](#)

ONTARIO BACHELOR IN SPORTS MANAGEMENT, ADMINISTRATION OR BUSINESS

- [Brock University](#)
- [Laurentian University](#)
- [University of Guelph](#)
- [University of Waterloo](#)

ONTARIO BACHELOR OF SPORT PSYCHOLOGY

- [Laurentian University](#)

CERTIFICATION EXAMPLE

- [National Coaching Certification Program \(NCCP\)](#)

OTEC - ONTARIO TOURISM EDUCATION CORPORATION

- [Service Excellence Series](#)
- [Training Solutions](#)
- Contact: info@otec.org

SERVICE PROVIDERS

Find your local employment service provider [here](#) or adult education and training provider [here](#) and contact them for current training programs such as:

- Occupational-specific training, career planning, job search, resume writing, or government-funded programs
- Upgrading and skills development including grade 12 support, customer service, money math, computers, and more

VIEW JOB POSTS



WHAT YOU DO:

Create or purchase an existing business with the objective of being the owner of a successful business operation.

SKILLS

- WORK INDEPENDENTLY
- CUSTOMER SERVICE
- ORGANIZATION
- TIME MANAGEMENT
- ACCOUNTING

EDUCATION & TRAINING RESOURCES

ONTARIO SUMMER COMPANY
Grant for students aged 15 to 29 to start a new summer business

- [Northumberland Summer Company Program](#)
- [Peterborough Summer Company Program](#)
- [Kawartha Lakes Summer Company Program](#)

STARTER COMPANY PLUS

Grant for Canadians 18+ to start a new business or grow a business that has been in operations for fewer than five years

- [Northumberland Starter Company Program](#)
- [Peterborough Starter Company Program](#)
- [Kawartha Lakes Starter Company Program](#)

COMMUNITY FUTURES

Financing, mentorship and community support for local small businesses

- [Haliburton County Development Corporation](#)
- [Kawartha Lakes CFDC](#)
- [Community Futures Peterborough](#)
- [Northumberland CFDC](#)

MAIN JOB DUTIES

- Create and manage a business plan, including ongoing research and planning, and time management
- Secure funding, maintain business bank accounts, payments processing, taxes and general bookkeeping
- Develop marketing campaigns, manage social media and conduct other marketing activities
- Respond to customer service inquiries, including answer phone calls and emails to build a positive reputation for the business
- Recruit and manage employees

JOB TITLE EXAMPLES

Small Business Owner
Franchisee

INNOVATION CLUSTER

Supports entrepreneurs in the formation and growth of tech-driven companies

- [Innovation Cluster](#)

FLEMING COLLEGE

Post-Secondary Education

- [Business Case Development](#)
- [Fundamentals of Entrepreneurship](#)
- [Entrepreneurship](#)
- [Small Business Financial Management](#)

TRENT UNIVERSITY

Post-Secondary Education

- [Business Administration \(B.B.A.\), Entrepreneurship Specialization](#)