



Recreation Program Proposal Form

Leisure Services is always interested in learning about the community's skills and program ideas. To run a program for the Town of Innisfil Leisure Services Department, individuals must meet the following qualifications:

- Experience working with participants for the specific program
• Commitment to providing services within the policies and practices for the Town of Innisfil Leisure Services Department
• Proven ability to work with people from diverse ethnic, socioeconomic, educational and religious backgrounds, and wide ranging developmental, physical and emotional abilities
• Able to produce a valid First Aid & CPR certificate
• Submit a cleared Vulnerable Sector Check

All program leaders are accountable to the following standards:

- All programs enroll and maintain a minimum number of participants appropriate to the type of program
• All recreation programs have lesson plans
• All Leisure Service Program participants uphold safety rules and guidelines to ensure the environment is safe for everyone
• Able to conduct programs in a safe environment for all
• Adhere to all Town of Innisfil program policies, procedures and guidelines

Please complete the below form to start the programming process.

Instructor Contact Information

Form with fields: Name, Contact Phone #, Email address, Mailing Address

Payroll Information

In-person and virtual programming can be different. The Leisure Services department offers two different rates for the two types of programming. Please provided your suggested Instructor rate for both in-person programming and virtual programming.

Form with fields: In-Person Program Rate, Virtual Programming Program Rate

Instructor Bio

Please provide a written paragraph / bio about yourself and attach a photo. This may be used in an Active Innisfil Program Guide as an "Instructor Highlight" page. Include things like the number of years you have taught with Innisfil, etc.

Large empty rectangular box for instructor bio and photo attachment.

Proposed Program

Please provide the name of the program you would like to offer. Only one program per chart. Additional charts are provided below for additional programming requests.

In-Person Outdoor Program In-Person Indoor Program Virtual Both

Program Name:
Program Description:
Proposed Program Time:
Equipment Required for the Program (to be provided by the independent Instructor):
Proposed In-Person Program Location: <input type="checkbox"/> Cookstown Library & Community Centre <input type="checkbox"/> Stroud Banquet Hall <input type="checkbox"/> Knock Community Hall <input type="checkbox"/> Rizzardo Health & Wellness Centre <input type="checkbox"/> Innisfil Beach Park <input type="checkbox"/> Other <input type="checkbox"/> Lefroy Banquet Hall <input type="checkbox"/> Churchill Community Hall <input type="checkbox"/> Town Hall <input type="checkbox"/> Centennial Park
Other: Please provide other options / requests for the location of your program.
Facility Requirements (i.e. space required, chairs, tables, etc.):

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Please submit your program proposal, questions, or comments to our Recreation Coordinator via email at activeinnisfil@innisfil.ca.