



Centre Manager – Vancouver Island Y - Westhills Y (Langford, BC)

Position: Permanent Full-Time

Placement: October 2026

Hours: 35 hours per week (flexible schedule required)

Salary Range: \$80,000 to 90,000 annually

About the Vancouver Island Y

The Westhills Y is seeking a Center Manager to lead operations for a dynamic team and to strengthen the role of this recreation facility as a Centre of Community in the rapidly growing West Shore near Victoria BC. Our Vancouver Island Y has been proudly operating in this region for 150 years as an independent charity that is both a YMCA and YWCA (one of only two such organizations in Canada). We are proudly celebrating ten years at this location, in close collaboration with the City of Langford.

As a vibrant and essential institution, the Y is a place where members find belonging and connection, and where individuals and families discover opportunities to realize their potential. Everything we do involves healthy people building strong communities. Each “Y Story” that we hear, some going back generations, represents part of this fabric. Volunteers and staff embrace an identity and values while working for an organization rooted in service and caring for our people. The Westhills Y is part of an organization operating not only Health, Fitness and Aquatic facilities, but also including multiple Child Care centres, Housing Support for youth and young moms, Mindfulness and Leadership development programs and a 1200-acre Outdoor Centre at Camp Thunderbird in the Sooke Hills.

Why work at the Westhills Y?

This incredible 60,000 sq ft facility is located on the shore of Langford Lake, in a building that also houses a branch of the Victoria Library, the Victoria Conservatory of Music, and a licenced \$10/Day Child Care Centre operated by our Y. The Aquatic Centre includes a wave pool, lazy river and two water slides in addition to a therapy pool and lane pool with whirlpool, sauna and steam. The modern Fitness Centre includes multiple studios where we deliver a diverse range of classes and programs, including Childminding services, Healthy Living activities and with a broad selection of strength and cardio equipment. As a member of the Senior Leadership Team at the Y the Centre Manager provides leadership and is responsible for the day-to-day operations of the Westhills Y while serving as liaison to other Y Leaders, Members, Donors, Volunteers and Community Partners.

The ideal candidate is a values driven individual experienced in leading a team, including strong relationship-building skills and coaching acumen with a tenured background in program delivery and flexibility to work a variety of shifts including evenings and weekends as required.

This permanent full-time position is entitled to an individual Y membership, 22 days of vacation, sick leave and a cost-shared benefits package include:

- Health Care, Drug Plan, Dental, Vision, Employee and Family Assistance Program
- Extended Health Care
- Life Insurance, LTD and AD&D
- YMCA Canada Pension Plan (eligible after one year)

Benefits begin at the end of a stated probationary period.

What will your work look like?

- Responsible for the overall operational success of the Westhills Y, based on targets set through the Y Strategic Plan and an annual planning framework.
- Set and support the achievement of specific targets in areas of performance management, financial results, revenue generation, registration and membership sales, risk mitigation, member service, quality assurance, staff acquisition, retention and training and development.
- Develop and manage operational budgets, analyse and interpret financial statements, variances, growth opportunities to help guide Westhills Y operational decisions.
- Provide direct delivery of services and support to Westhills Y operations when needed.
- Allocate appropriate human and financial resources to support the day-to-day implementation of organizational policies and programs.
- Maintain Y policies and practices; ensure compliance with legislative requirements and industry standards; and manage effective health, safety, security, quality assurance and risk management policies and procedures.
- Work with all leaders and staff across the Y to create a positive, safe and nurturing culture.
- Uphold Core Values of Caring, Honesty, Respect, Responsibility, Health and Inclusiveness.
- Foster, grow and encourage volunteerism, philanthropy and community engagement (a culture of giving back).
- Initiate, build and nurture relationships with volunteers, staff, members and the broader community.
- Support staff and manage members through difficult, disruptive or disrespectful behaviors and conversations involving conflict.
- Respond to emergencies and incidents on and off regular working hours as needed.
- Lead, model and mentor staff in YWCA-YMCA initiatives and community advocacy, including the Y Way, Child Safety and Protection protocols and promoting Equity for Women and Gender Diverse individuals.
- Lead, support and mentor recruitment, retention and performance management strategies to foster a respectful, safe and effective team culture.
- Coach and develop supervisory staff while encouraging and participating in professional development through courses, training and Y specific opportunities available.

Are you the right fit?

- University Degree in Recreation Business Administration or a combination of related education and experience.
- 7 to 10 years' management experience and demonstrated success in recreation leadership, preferably in the not-for-profit sector. Past Y experience and training are an asset.
- Proven track record of managing a large staff team, multiple departments, and a diverse complement of programs.
- Leadership/Management Development programs and certifications.
- Demonstrated expertise in financial, budget, human resources, risk, community partner and strategic management.

What else will you need?

- Demonstrated strong written, verbal and presentation communication skills.
- Working knowledge of ActiveNet and Microsoft Office.
- Current Standard (Intermediate) First Aid with CPR-C required prior to start date.
- Clear Police/RCMP Criminal Reference Check with Vulnerable Sector Screening required prior to start date.

What do you do next?

To apply for this exciting opportunity, please visit our Jobs Page using the link below to submit your application online.

[Jobs at the Vancouver Island Y](#)

- The deadline for applications is **Wednesday, September 9, 2026**, by 12noon.
- Applications will be short-listed for interviews as they are received, so be sure to apply early!
- We appreciate all applications, but only short-listed candidates will be contacted.

The Vancouver Island Y is committed to providing an inclusive environment where diversity is welcomed and encouraged.

The Y is entrusted to provide a safe environment for children and vulnerable individuals. All applicants will be thoroughly screened through a review process including Police Record Checks with Vulnerable Sector Search.