

Andrew Harwood

Recreation Professional



905-359-7353



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www.linkedin.com/in/harwoodae

HIGHLIGHTS

Previous annual budget responsibility of over \$525,000

Administered grants up to \$350,000 annually

Developed and maintained relationships with key national, provincial, and regional partners including municipalities, charities and other non-profits.

COMMUNITY INVOLVEMENT

Niagara Community Foundation

Grant Review Committee
2024-Present

BGC Canada

National Programs
Consultant
2023-Present

Kristen French Child Advocacy Centre

Board Consultant
2022 - Present

Parks and Recreation Ontario Programs Working Group

Working Group Member
2022-Present

PROFESSIONAL EXPERIENCE

Program Coordinator

The Corporation of The City of St. Catharines – St. Catharines, ON

2018-Present

- Oversee all administrative aspects of programming division which produced over \$500,000 in revenue, representing over 39,000 registrations for over 2500 programs in the last year at 9 separate locations.
- Developed positive working relationships with Golf Canada, Ontario Cycling, Brock Niagara Penguins Parasport Program, Niagara Folk Arts Multicultural Centre, and Stay Strong Collective to offer inclusive and diverse programming options led by leaders in those communities.
- Project lead for ActiveNet Recreation Management Software implementation in our programming division. This includes leading staff team on day-to-day usage, future functionality development, feature rollout, troubleshooting, and training creation.
- Led a comprehensive review of all pickleball programs in the region, including consultations with local players, and developed a framework to increase player progression and participation.
- Completed an audit on all dryland recreation programming with a focus on an environmental scan, broader sector trends, internal review of programs and next steps.
- Researched and monitored trends, community demographics, participation levels, customer requests, satisfaction surveys to offer recommendations for the development of programming.

Program Director

BGC Niagara – Niagara Falls, ON

2015-2018

- Reported on programs quality, financial position, and direction to the Board of Directors on a regular basis.
- Completed quarterly audits of programs to ensure policy compliance, program quality, staff engagement, and overall success of the program.
- Represented BGC Niagara on BGCC's National Programs Committee.
- Chaired the Regional Youth Advisory Committee for BGC Niagara.
- Developed, conducted, and evaluated an outcome-based member survey.
- Ensured high levels of program quality as shown by Parks and Recreation Ontario's Quest 2 Evaluations, and outcomes survey at all program locations across the region.
- Applied for, implemented, and reported on all program related grants for BGCC, Jumpstart, Ontario Trillium Foundation, and Niagara Prosperity Initiative.

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Program Manager

BGC Niagara – Niagara Falls, ON

2011-2015

- Managed 20+ employees including 3 fulltime staff over 6 regional locations, including a 15,000sqft building, and 2 Ministry of Education Licensed Care programs.
- Increased program revenue, attendance and quality in all program areas as reflected in program stats and evaluations.
- Interviewed, trained, and managed co-operative education students and volunteers.
- Implemented new youth programs around career readiness, youth mental health, highschool and post-secondary readiness.

Special Events Coordinator

Big Brothers Big Sisters – St. Catharines – St. Catharines, ON

2007-2009

- Developed and supported existing fundraising events raising over \$200,000 annually.
- Managed over 100 volunteers to ensure successful event execution.
- Develop new donor relationships and increased established donor giving and engagement to ensure successful events and financial targets are met.
- Developed donor database to track giving and manage donation requests.

EDUCATION, ADDITIONAL QUALIFICATIONS & ONGOING LEARNING

Education

- **Bachelor of Arts** – Brock University – 2009
- **Bachelor of Education** – Brock University – 2009

Additional Qualifications

- Parks and Recreation Management Certificate – Parks and Recreation Ontario - 2024
- High Five Principles of Healthy Child Development and Quest 2 Instructor
- Standard First Aid CPR-C – valid until 2024
- Mental Health First Aid – 2023
- CPI – Verbal Intervention Training
- Criminal Reference Check
- Certified Food Handler
- Joint Health and Safety I & II

- 40 Under 40 Niagara - 2024 Award Winner

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Ongoing Learning

- **Project Management Workshop** – Brock University Goodman Group – 2024
- **Making Better Data Driven Decisions** – Parks and Recreation Ontario - 2024
- **Mental Health Awareness and De-Escalation Training** – Action First Aid - 2024
- **Data Driven Decision Making** – Brock University Goodman Group – 2024
- **Remote Leadership: Nurturing High Performance Teams in the Digital Age** – Digitally Well Inc. - 2023
- **Foundations for Virtual and Hybrid Work** – Digitally Well Inc. - 2023
- **Crucial Conversations: Tools for Talking When Stakes are High** - 2023
- **IDEA Essentials (Inclusion, Diversity Equity and Accessibility/Unconscious Bias/Respect in the Workplace)** - Canadian Centre for Diversity Equity and Inclusion - 2023
- **Sport for Life Summit** – Quality Sport Niagara Working Group - 2023
- **Early Reading Development – Advances in Early Assessment, Instruction and Building Motivation for Children with Reading Disability** – Brock University – 2023
- **Keeping Girls In Sport** – Respect in Sport – 2023
- **Changing the Way We See Youth In Conflict with the Law** – YouthRex - 2023
- **Making the Move From Ally to Accomplice** – OutNiagara - 2022
- **Movement and Mental Health – What’s happening With Youth Today** – Brock University - 2022
- **Children’s Social, Emotional and Cognitive Development – What’s happening and Why?** – Brock University - 2021
- **Creating Positive, Affirming Space for Black Students** – Black Youth Collaborative/Stolen From Africa - 2021
- **5 Keys to Successful Program Development** – Youth Rex - 2021
- **Positive Youth Development: Connecting with Youth – The Rural Way** – Parks and Recreation Ontario – 2018