

WE ARE ACCEPTING APPLICATIONS FOR:

Recreation Coordinator

Recreation Coordinators are responsible for a variety of recreation services within City of Brandon and community facilities. Coordinators supervise the Recreation Programmers, Program Assistants, and Recreation Leaders assigned to their area. They will manage partnership development, work with sport and recreation organizations, private businesses and members of the community to provide a mix of recreation programs, maximizing recreation facilities, community centres, schools, parks, churches and private rental halls and other community spaces.

MANDATORY QUALIFICATIONS & EXPERIENCE

- Grade 12, G.E.D., C.A.E.C., or Mature High School Diploma;
- Minimum of four (4) years experience in management responsibilities, including human resources, fiscal management and organizational management. Specific experience areas include work planning, control of budget, schedule and task execution, contract and subcontract management, grant funding or proposal writing and personnel management and supervision;
- Minimum of four (4) years experience in recreation and/or recreation related field;
- Experience to understand and develop a vision and communicate the vision to an organization, group or community;
- Demonstrated continuous learning.

PREFERRED QUALIFICATIONS & EXPERIENCE

- Prefer a post secondary degree or diploma in a related field;
- Prefer a minimum of five (5) years experience in municipal government;
- Experience working with collective agreements or corporate policies an asset;
- Leadership training to include communication, teamwork and management skills an asset.

Competition #240076

Please Apply with a Cover Letter and
Resume online at:

<http://jobbank.brandon.ca/>

Posted on: July 5, 2024

Application Deadline: **July 19, 2024 at
11:59 PM**

This position is not included in a Collective Agreement.

The selection process for this competition will include testing
and an interview.

The City of Brandon reserves the right to underfill this position.

Rate of Pay: \$80,172.20 – 86,501.39 per
year. (2024 Rate)

Position Conditions: This is a full-time, permanent position of
36.25 hours per week.

The City of Brandon is committed to an inclusive, barrier free environment and will accommodate the needs of applicants under the Accessibility for Manitobans Act (AMA) throughout all stages of the recruitment and selection process. We thank all applicants for their interest; only those advancing in the competition will be contacted. If contacted to participate in the process, please advise if you require an accommodation.

If you are interested in finding out more about the City of Brandon job opportunities as soon as they are posted, please follow us on Facebook or Twitter!