

WE ARE NOW ACCEPTING APPLICATIONS FOR:

Recreation Coordinator

Parks & Recreation Services

Recreation Coordinators are responsible for a variety of recreation services within City of Brandon and community facilities. 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.

EDUCATION

- Grade 12, G.E.D. , or Mature High School Diploma;
- Prefer a post secondary degree or diploma in a related field;
- Demonstrated continuous learning.

EXPERIENCE

- Prefer a minimum of five (5) years experience in municipal government;
- 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 working with collective agreements or corporate policies an asset;
- Leadership training to include communication, teamwork and management skills an asset;
- Experience to understand and develop a vision and communicate the vision to an organization, group or community.

NOTE: The qualifications are not intended to limit the opportunities for interested candidates but provide the candidates with an understanding of the level of expertise required in this position.

Competition: #210079

Please apply with a cover letter and resume on-line at: <http://jobbank.brandon.ca/>

Posted on: August 31, 2021

Applications will be accepted until 11:59 p.m. on September 15, 2021.

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:

\$75,183 – \$81,118 Annual (Pay Grade 4).

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

For complete position details and requirements see the Job Description on the City of Brandon website.

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.

Serving and Building Community.