



### **Rural Recreation Activity Coordinator (26-ST03-2)**

The Rural Recreation Activity Coordinator will work closely with the Rural Recreation Intern and Program Coordinator and will assist in the organizing, implementing and evaluation of various Youth Activity Camps and several special events taking place over the summer months. They will also assist in the supervision of summer staff and support staff and perform other duties as assigned.

May 12 – August 22, 37.5 hours per week, \$19.00 per hour, Based in Louisbourg.

#### **Required Qualifications:**

- Must be a resident of the CBRM and able to work full time in Canada
- Must have at least 100 hours of proven experience in developing, organizing and evaluation of recreation programs
- Must have at least 25 hours of proven experience with the supervision of paid and/or volunteer staff, including leading, scheduling and direction of staff
- Be willing and able to work flexible hours including days, evenings and weekends as required
- Possess strong leadership, interpersonal and public relations skills
- Possess proficient computer and writing skills
- Be able to work both independently and as part of a team
- Must possess a valid Class 5 Driver's License and have full access to a vehicle

#### **Preferred Qualifications:**

- First Aid and CPR certification would be an asset
- Working knowledge of recreation programs & events
- General geographical knowledge of the CBRM
- Additional related skills and/or certifications

#### **Working Conditions:**

- Mix of office and indoor/outdoor event and program settings

#### **To Apply:**

Submit a cover letter and resume, clearly outlining your qualifications for the position, to [recreationjobs@cbrm.ns.ca](mailto:recreationjobs@cbrm.ns.ca) quoting the job number above. Only applicants selected for an interview will be contacted.