



## Temporary Sport Tourism Coordinator- Approx. 12 months - Job ID #2023

<b>Job Title</b>	Temporary Sport Tourism Coordinator- Approx. 12 months	<b>Status / Job Type</b>	Contract Full Time
<b>Commission</b>	Community Development	<b>Department</b>	Ecdev, Tourism & Culture Init.
<b>Union Affiliation</b>	NON-UNION - CONTRACT FULL TIME	<b>Number of Openings</b>	1
<b>Rate of Pay</b>	\$33.02 to \$41.27	<b>Benefits Entitlement</b>	TBD
<b>Hours of Work</b>	35 Hours Per Week	<b>Posting Date (4:30 pm)</b>	Feb 29, 2024
<b>Job ID #</b>	2023	<b>Closing Date (4:30 pm)</b>	Mar 14, 2024

### Position Summary

Situated on the picturesque Grand River, the City of Brantford is a rapidly growing community of over 100,000 residents, located in the heart of Southern Ontario with direct access to Hwy. 403 and is in close proximity to the GTHA, Waterloo and Niagara regions. As a single-tier municipality, Brantford is responsible for the full spectrum of municipal service areas. We invite you to join our #TeamBrantford corporate culture with many progressive initiatives, including our Work from Home arrangement. The City is committed to the professional development of our staff and invite you to come, grow with us!

Reporting to the Manager of Tourism, Culture and Sport, the Temporary Sport Tourism Coordinator is responsible for coordinating the sport tourism initiatives for the City of Brantford. This strategic position will ensure that Brantford successfully attracts and hosts sport events and meetings that align with the goals of the Municipal Sport Tourism Strategy. This position will be responsible for the coordination of the sport network within the community, servicing sport organizations and implementing sport tourism marketing initiatives. This position oversees the operation and marketing initiatives of the Brantford and Area Sports Hall of Recognition.

### Qualifications

- 2 year community college diploma in tourism, sport business management, recreation & leisure, event management, business administration, or related field
- 2 years previous experience in sport tourism, event planning and public relations
- Excellent written and verbal communication skills.
- Strong interpersonal skills with demonstrated customer service excellence.
- Highly organized, with strong time management skills and attention to detail.
- Ability to work effectively in a team environment and liaise with key local tourism stakeholders.
- Knowledge of, local sport facilities and work closely with event organizers
- Ability to adhere to strict deadlines
- Medium physical demand to lift boxes under 10kg.
- Valid driver's license and access to a vehicle is recommended

Qualified candidates please attach a detailed .pdf format resume & cover letter

Information gathered relative to this position will only be used for candidate selection.

We thank each applicant for taking the time and effort to submit your resume, however, only candidates to be interviewed will be contacted.

Our organization is committed to promoting the independence, dignity, integration, and equality of opportunity of persons with disabilities by ensuring the accessibility of our facilities and services.

Accommodations are available for all parts of the recruitment and selection process.