



PERMANENT FULL-TIME RECREATION COORDINATOR

(Competition 24-98)

Position Overview

The City of Nanaimo is seeking a permanent full-time *Recreation Coordinator*. Under the general direction of the Manager, Recreation Services the incumbent performs recreational program work involving the planning, promotion, and implementation of suitable programs in sport, outdoor, social, arts, and cultural areas. Recruits and evaluates program Instructors. Supervises volunteers and employees engaged in the delivery of recreational services for people of all ages, needs, and abilities. Performs community development functions and encourages community involvement in leisure activities and events.

Qualifications

Applicants must have a Bachelor's Degree in Recreation and Leisure Studies and a minimum 2 years' recreation programming experience in a variety of recreation delivery areas, including a minimum of 1 year related supervisory experience. An equivalent combination of education and experience maybe considered. Possession of a valid Occupational First Aid Level 1 Certification with CPR "B" or "C" and AED and a valid Class 5 BC Driver's Licence with access to private transportation is required.

Additional Information

This is a CUPE bargaining unit position based on a 40-hour work week. The hourly wage is \$40.91, increasing to \$43.06 upon successful completion of probation (Jan 2024 Rates). Evening and weekend work is required.

Shortlisted applicants may be required to undergo a criminal record check and/or a verification of their education credentials.

To apply for this opportunity, please submit a resume and cover letter (.docx or PDF file format) to employment.opportunities@nanaimo.ca referencing the specific competition 24-98 by the application deadline.

For detailed information on this position and for more information on our community, please visit our website at <https://www.nanaimo.ca>.

The City of Nanaimo is an inclusive employer that values diversity and invites applications from all qualified individuals who are legally entitled to work in Canada. We thank all applicants in advance for their interest; however, only those selected for further consideration will be contacted. If shortlisted for the role and need an accommodation within the hiring process, we would be pleased to discuss how best to accommodate your needs.

Discover What's Possible

The City of Nanaimo is one of the fastest growing, livable urban hubs on Vancouver Island. Situated between the mountains and the ocean on the east coast of Vancouver Island, Nanaimo is a short ferry trip away from Vancouver and a gateway to the Gulf Islands. Nanaimo is home to Vancouver Island University and is rich in parks, recreational, cultural and social amenities.

We offer a diverse team environment, competitive wages and a comprehensive benefit plan for permanent employees as well as social and wellness activities. Depending on the position, we also offer flexible work opportunities, alternative work schedules and remote work programs.

Posting Date

Wednesday, September 4, 2024

Application Deadline

Wednesday, September 25, 2024
4:30 p.m.

Contact Information

Human Resources
City of Nanaimo
2nd Floor, 455 Wallace Street
Nanaimo, BC V9R 5J6
Phone: (250) 755-4406

