

# Careers

## Community Partnerships Supervisor



Help create Kelowna as a City of the Future and join our team as the Community Partnerships Supervisor. The Community Partnerships Supervisor oversees the formalization and management of community partnerships, third-party contracts and agreements, while working collaboratively with Department Managers in Arts, Culture, Sport, and Recreation Facilities to support organizational and sector priorities. Within the broader partnership framework, the Community Partnerships Supervisor will play an integral role in supporting the City's facility renewal plans and managing tenant improvement requests, providing proactive divisional leadership with new partnership opportunities and contractual oversight of facility and program agreements.

The position is grounded in a partnership focused approach that values and supports the goals of partner organizations as essential to achieving collective community outcomes. The position provides leadership across staffing, facility operations, equipment and space utilization, customer service, safety and security, contracts, and interdepartmental coordination. The Supervisor plays a critical role in maximizing facility use, responding to emergent operational issues, and ensuring a consistently positive customer experience for the community.

### Qualifications

- A Business Administration Degree with 5 years of related professional experience that includes partner relationships, policy development, facility management, and business planning.
- Understanding of the benefits of partnerships between the City and our partners.
- Ability to navigate/negotiate with politically sensitive situations
- Financial/Administrative Accountability
- Knowledge of related legal requirements
- Communication skills
- Excellent customer service skills

Help create Kelowna as a *City of the Future*. Our diverse and dynamic team strives to innovate to make things better, work as one team, serve proudly and lead responsibly. Live, work and play in one of Canada's fastest growing cities. Kelowna boasts miles of lake access, public areas and outdoor recreation opportunities, a vibrant downtown and cultural scene, healthy and connected neighbourhoods, and a world-renowned College and University. You're only a quick link to the world via the Kelowna International Airport.

Grow your career in an organization that supports employee work-life balance and career and professional development. This exempt position offers a salary range of \$97,500 to \$113,800, employer-paid comprehensive benefits, an earned day off program, paid vacation and one of Canada's top pension plans.

The City of Kelowna is committed to being an organization that values and reflects its community's diverse population, and to fostering an equitable, inclusive and progressive work environment where everyone can be their authentic self and feels a sense of belonging.

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For further information or to apply, please check our website at [www.kelowna.ca/careers](http://www.kelowna.ca/careers)  
Applications must be received by end of day **April 30, 2026**.

*Applicants not contacted within three weeks of the closing date are thanked for their interest*