

THE TOWN OF ANTIGONISH

Employment Opportunity

Position:	Antigonish Multisport Program Leaders
Department:	Community Development
Reports to:	Active Living Coordinator
Location:	St. Francis Xavier University
Salary Range:	\$11.55/hour

General Accountability

The Antigonish Multisport Program is seeking Program Leaders to help facilitate this exciting initiative for children in grades primary and one. Program Leaders must be organized, energetic, and positive individuals who are interested in helping children in Antigonish grow through sport. Duration of employment is September 2019—May 2020, approximately 2.5—5 hours/week. Applicants are asked to read more about the Antigonish Multisport Program by visiting: <http://www.highlandconnect.ca/antigonish-multisport/>. Here candidates can find information on program schedule. Please ensure you are available during scheduled session times.

Responsibilities

- Enforce health and safety procedures of the Antigonish Multisport Program
- Monitor program operations to ensure a quality program
- Assist Community Sport Organization personnel with session preparation and delivery as required
- Greet participants and assist with participant engagement program experience
- Perform administrative tasks as required (record-keeping, parent/guardian communication etc.)
- Attend all training/orientation sessions provided

Qualifications

- Minimum age is 16 years
- Must hold current CPR and First Aid Certificates
- Must be willing to supply a recent Criminal Record and Vulnerable Sector Check
- Must have transportation to worksite (St. Francis Xavier University)

Knowledge, Skills, Abilities

- Must possess strong interpersonal, organizational, and communication skills
- Must be high-energy, flexible, eager to take initiative, and passionate about working with children

Relationships

Community Sport Organization personnel will deliver each session while Antigonish Multisport Program Coordinators will facilitate program delivery. Program leaders will report to the Town of Antigonish Active Living Coordinator.

How to Apply

Closing date is August 25th, 2019, 4:00 pm. To apply for this position, please submit your cover letter and resume to Emily Stephenson at recreation@townofantigonish.ca or by mail to 274 Main Street, Antigonish, N.S., B2G 2C4. Applications submitted beyond this date and time, or incomplete applications, will not be accepted. We thank all candidates for their interest, however only those under consideration will be contacted.