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## **Ditidaht Community Recreation Coordinator**

### **Job Summary:**

The Recreation Coordinator will work with the community Services Team and the Ditidaht Community, to provide recreation activities to the Youth and Community. Reporting to the Community Services Manager; the Recreation Coordinator will develop and manage community based sport, culture, education and recreation activities that will target the community's needs. The position will promote active living as a lifestyle, and use different facilities to develop and deliver activities to provide positive experience for the Ditidaht Community. Tasks include writing proposals to access funds for projects, organizing and delivering activities, developing a strategic plan for activities for each year, month and week. Recreation Coordinator will report to the Community Services Manager any Health and Well being of Youth and Community Members.

Main duties: Develop an annual work plan and budget in collaboration with supervisor; Develop a budget and plan for all youth activities and trips; plan and implement youth recreation activities, promoting community spirit and pride by encouraging participation, healing and enjoyment within the community.

### **Qualifications:**

- Relevant experience working in an Aboriginal Community
- Two years post-secondary education is an asset
- General knowledge of; coordinating community and cultural events and programs
- Energetic and high motivator
- Ability to efficiently operate computer programs and software
- A self-starter and ability to work on own yet able to demonstrate teamwork
- Flexible, adaptable, punctual and consistent
- Demonstrates effective communication
- Passion for working with Aboriginal Communities in a semi-rural environment
- Demonstrated community based strategies when delivering programs, events and activities;
- Basic knowledge of Aboriginal history and Aboriginal etiquette
- First Aid
- Must have a valid B.C. Drivers Licence

**Please submit resume and cover letter including three references to: DEADLINE September 22, 2016 at 4:30pm**

Ditidaht Administration Office

Attention Recreation Worker Posting

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