

Port Alice

Gateway to the Wild West Coast

VILLAGE OF PORT ALICE EMPLOYMENT OPPORTUNITY POSTING

COMMUNITY CENTRE COORDINATOR

The Village of Port Alice is accepting applications for the position of Community Centre Coordinator. Reporting to the Village Administrator, the Coordinator will be responsible for the development, supervision and promotion of recreational activities, programs and special events at the Community Centre and the Seaview Activity Centre. The Coordinator will oversee the work of the Community Centre Supervisors and is responsible for managing the Community Centre building as an Emergency Reception Centre in the event of an emergency. This is a permanent part-time position with hours of approximately 20 hours per week including days, evenings, weekends and holidays. Hours of work per week may vary.

Candidates should have recreational programming experience or have worked in a related field. Preference may be given to candidates with certification in Recreational Programming or related disciplines.

This position is within the Collective Bargaining Unit of CUPE Local 401 and the rate of pay will be \$22.50 - \$25.09/hour, and will include full benefits upon completion of a probationary period.

If you are interested in applying for this permanent part time position, please submit your resume on or before 4:00 pm February 27, 2015 to:

Madeline McDonald, Chief Administrative Officer
Village of Port Alice
1061 Marine Drive
P.O. Box 130
Port Alice, BC V0N 2N0
(250) 284-3391
info@portalice.ca

Posted on February 12, 2015