

Job Posting



Recreation Activator Support (17 Weeks - poss. ext. based on funding) 37.5hrs/week

Purpose:

The Recreation Activator will increase physical activity rates and participation opportunities by planning and providing sport, recreation and physical activity programs and events suitable to the needs and interests of all ages. The Recreation Activator will increase community capacity by providing skill development and leadership development opportunities to members of the community and will increase the number of volunteers assisting with community physical activity programs and events.

Accountability:

The position will be directly accountable to the Director of Health and Social Services and ultimately to the Thessalon First Nation Chief and Council.

Responsibilities:

- Plan community-based recreation programs and events based on community's needs and interests
- Enhance volunteer capacity by actively advertising and recruiting for volunteers to lead and support programs
- Develop partnerships with other community organizations
- Liaise with and respond to community requests and inquiries with respect to recreation programming
- Organize, facilitate, and chair community recreation committee meetings. Prepare agenda, materials, and minutes
- Research funding sources and recreation opportunities using the internet and other information sources
- Draft correspondence, program reports (interim and final) and financial reports required to administer recreation programming in a timely and effective manner
- Prepare updates and make recommendations on recreation issues for the Director of Health & Social Services, Band Manager and Chief & Council, as required
- Attend annual and regional training sessions
- Other duties as assigned

Qualifications:

- Post-secondary diploma/degree in recreation or social science or equivalent work experience
- Knowledge of First Nation culture and experience working with First Nation peoples
- Understanding of community-based recreation programming
- Demonstrated ability to manage multiple projects
- Demonstrated leadership skills
- Ability to mentor youth leaders
- Strong computer, verbal, and written communication skills
- Able to work independently with minimal supervision
- Hiring of Indigenous people will be given preference (please self identify)

How to apply:

Interested candidates can submit resumes no later than **Dec 2, 2022 at 12:00 pm** in person or via email to:

Melva Belleau, Executive Assistant

Thessalon First Nation Health Centre

40 Sugarbush Road - Thessalon First Nation, ON P0R 1L0

Via email: mbelleau.tfn@vianet.ca