

Recreation Director and Facilities Manager

The Town of Carnduff & R.M. of Mount Pleasant, located in southeast Saskatchewan, will be accepting applications for the position of Recreation Director and Facilities Manager.

The successful candidate will possess strong interpersonal and communication skills. Experience working with community boards and volunteers is an asset. The ideal candidate will be punctual, with the ability to plan, initiate, implement and monitor recreation programs and facilities in the community. The position will include keeping up to date with grant funding on local, regional and provincial levels. Budgeting, reporting and facility guidance and operation are also important responsibilities.

The position requires the candidate to hold a diploma/degree in the parks and recreation field or equivalent years of experience in recreation and management. This position requires a highly motivated, organized and energetic team player with very strong public relation skills. The candidate must possess a valid driver's license, and be willing to use their own vehicle. The position will require some evening and weekend work.

Salary will commensurate with experience. The successful applicant will be entitled to municipal group benefits and pension plan.

Those interested may forward their resume, including salary expected and potential start date, to:

Recreation Board – Hiring Committee

Box 100

Carnduff, SK S0C 0S0

Email: info@carnduff.ca

Phone: 306-482-3300

Applications will be accepted until Tuesday, July 31st, 2018 at 4:00 p.m.

Although all applications are appreciated, only those selected for an interview will be contacted.