



CATFISH CREEK CONSERVATION AUTHORITY

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POSITION TITLE: Program Manager - Active Naturally Initiative

REPORTING TO: Conservation Areas Supervisor

PURPOSE OF POSITION:

The Active Naturally Project Program Manager will develop outdoor programs which will foster the lifelong enjoyment of sport and physical activity in persons with disabilities, ethnic communities, low-income persons, children, and youth.

The Springwater Conservation Area is a high quality recreational facility centered in a regionally significant natural heritage area. The objective of this project is to introduce 1,500 first time visitors to Springwaters' natural treasures through recreational sport opportunities such as hiking, biking, camping, canoeing, orienteering, beach volleyball, trail jogging, ecotourism, and various other outdoor pursuits.

DUTIES AND RESPONSIBILITIES:

- Work with community based organizations like the Canadian Mental Health Association, the Southwest Centre for Forensic Mental Health Care, and the Community Living Class to develop and deliver regularly scheduled outings on a long-term basis to encourage physical activity
- Develop a recreational and sport plan in collaboration with local Mennonite community leaders
- Encourage low-income families to take advantage of public lands for recreational opportunities
- Create a strategy that would target families, children, and youth to participate in large events and festivals, organized day camps, camper and day-use visitors, and family outings
- Ensure the safety and well-being of all program participants
- Prepare a full written Report, complete with evaluations of all activities
- Introduce new active recreational sport opportunities that include hiking, camping, biking, canoeing, and/or watersports to 1,500 children and youth
- Develop a list of ideas and recommendations on how to keep the program sustainable

QUALIFICATIONS:

- Post-secondary education in recreation, outdoor education or a related field
- Previous experience in recreational programming, planning, and the delivery of a wide range of outdoor activities, is an asset
- Excellent communication, organization and time management skills
- Ability to work as a member of a team and the ability to accomplish tasks with little direct supervision
- Have standard first aid and CPR certification or be willing to obtain it
- Ability to work flexible hours - will be required to work some weekends
- Proficient in Microsoft applications; familiar with graphic design an asset
- Must pass a `vulnerable sector check`
- Valid M.T.O. driver`s licence

REMUNERATION: \$21.00 per hour • 52 week contract (12 months) • 37.5 hours per week