



Job Posting

Nelson & District Community Complex
Nelson, BC

RECREATION SERVICES PROGRAMMER - AQUATICS PRIMARY

Full-Time, Benefited

The Regional District of Central Kootenay (RDCK) is inviting applications for the position of Recreation Services Programmer at the Nelson & District Community Complex.

REQUIRED QUALIFICATIONS AND EXPERIENCE INCLUDE:

- Degree in Recreation Administration or other related discipline, plus a minimum of two (2) years' experience in recreation programming OR an acceptable equivalent combination of education, training and experience
- Minimum two (2) years' experience in supervisory role
- Experience working with and maintaining contracts with suppliers and contract workers
- Experience preparing and maintaining a programming budget
- Training and experience in a computerized work environment with a high level of knowledge and experience in MS Office (Excel, Word and Outlook)
- Valid BC Driver's License and a satisfactory Drivers Abstract
- Satisfactory Criminal Record
- **Please Note** Preference will be given to those with Aquatics specific industry qualifications and experience

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES INCLUDE:

- Demonstrated success developing, organizing and implementing a variety of programs and activities.
- Demonstrated ability to plan and execute small and large scale events for all ages as well as special interest groups
- Strong dedication to health and safety in the workplace
- Strong verbal and written communication skills
- A well-defined sense of diplomacy, including solid negotiation, problem solving, conflict resolution, and people management skills.
- Excellent customer service and public relation skills
- Demonstrated ability to lead, instruct, coach and motivate programming staff and volunteers
- High level of creativity and flexibility
- Proven ability to plan, set and achieve goals

This position will be responsible for the success of the Aquatics programming and service delivery, but may have future opportunities to work across a variety of Programming areas.

The Recreation Services Programmer is a member of the Leadership Team of the Nelson and District Community Complex (NDCC). Programmers are responsible for planning, organizing and maintaining a diverse selection of programs, training, activities and events for Nelson and District.

The Programmer must possess a high level of creativity and innovation in order to create fun, exciting and educational programming that meets the needs of the community while working within budgetary and operational realities. The Programmer may oversee a team and is responsible to provide that staff with support and guidance to ensure a workplace environment that is oriented to trust, open communication, creative thinking, and cohesive team effort.

Join us in Nelson!

This exciting opportunity is based in the beautiful city of Nelson BC, a world-class recreational playground with all the comforts of today's amenities and lots of exciting things to do and see year round. This community offers all the benefits of small town living, boasts a strong and diverse economy and thriving business sector, has convenient access to parks, great schools and health care services, and is located just a few hours away from major city centres. Locals enjoy a wide range of recreational opportunities including ,skiing, hiking, and biking, as well as access to multiple special interest groups, theatre, music, arts and, of course, an exceptional recreational facility!

About the Complex:

Employees at the Nelson & District Community Complex have the opportunity to be a part of a great team of people and work in a facility they can be proud of. The facility houses an ice arena, a 6 lane, 25 metre pool and leisure pool, waterslide, hot tub , sauna, steam room, weight room, fitness studio and meeting rooms. As the central recreation hub in the City, the NDCC is a vibrant and active place to be.

The successful applicant will work a full-time, 35 hour week, will receive a competitive salary and will be provided with a generous benefits package which includes exceptional health and dental coverage and three weeks of vacation.

This posting, along with a detailed job description outlining the complete required qualifications and the variety of roles and responsibilities included in this role, can be found on our website at www.rdck.ca/jobs.

Applications submitted in the form of a resume and cover letter will be accepted by Human Resources **until 9am on Thursday, May 20, 2021.**

Thank you for your interest in working with the Regional District of Central Kootenay. All submissions will be acknowledged although only those individuals shortlisted to participate in the interview/testing process will be contacted. This posting may be used to fill other similar positions within the RDCK over the next six months.

For more information or to apply contact:
humanresources@rdck.bc.ca | 250.352.1546
or visit rdck.ca/jobs