



Recreation Assistant

Recreation Manitoba is a non-profit, member-based organization that operates in Winnipeg, Manitoba. The organization's mission is to promote, advocate, inspire and connect individuals and communities to recreation and parks to enhance the quality of life for all Manitobans.

Recreation Manitoba is looking for...

- 1-2 youth (aged 15 to 30 years old) that will be employed in the parks and recreation sector and will take part in an immersive learning experience through hands-on training and mentorship opportunities.
- The position is designed to be a part-time term employment position with the option to go full-time.

The goal of the role is to;

- Provide job placements for youth, particularly those facing barriers, allowing them the opportunity to gain skills and build experience in the community parks and recreation sector
- Enable youth to connect with a mentor, allowing them to gain hands-on experience in a workplace setting
- Build skills, expand networks, and increase knowledge of the parks and recreation sector for both youth and mentors
- Engage a diverse group of young Canadians in the program
- Increase the recruitment and retention of youth facing barriers to employment in Canada
- Provide much-needed support to communities to hire additional youth to advance their parks and recreation priorities

You will;

- Assist and learn to plan, organize, and recruit participants for certification courses such as our aquatic operators or refrigeration course and for professional development opportunities.
- Learning skills needed in the parks and recreation for the following but not limited to:
 - Organization: Program planning, scheduling, organizing and management of events, supplies and time
 - Leadership: Relationship building, handling volunteers, to inspire and motivate, work well with others, communication
- Support and aid in the delivery of the annual Recreation MB conference.
- Work in the office or hybrid depending upon organizational requirements.

- Promote individual, community, and environmental well-being through recreation and parks.
- Recognize they can have a positive impact on their community.
- Embrace recreation as a vehicle for strengthening community capacity.
- Support their local community by accessing the recreation and sport system resources.
- Contribute to the planning and evaluation of relevant community programs, services, events, and projects.
- Support the effective functioning of Boards and Committees.
- Contribute to meaningful relationships with community groups and partners.
- Apply appropriate risk management strategies.
- Assist with finances by budgeting, fundraising, grant funding and reporting.
- Contribute to the delivery of quality programs and events.
- Help to maximize the safety, use, and programming of community places and spaces.
- Support appropriate promotion, marketing, and communications.
- Contribute to effective staff and volunteer engagement
- Other related duties and responsibilities as deemed appropriate

Eligibility;

- Between 15 and 30 years of age (inclusive);
- Canadian citizens, permanent residents or protected persons as defined by the Refugee Protection Act;
- Individuals legally entitled to work in Canada; and
- Individuals legally entitled to work according to the relevant provincial/territorial jurisdiction's legislation and regulations

Recreation Manitoba acknowledges the support from the Canadian Parks and Recreation Association for the creation of this mentorship program.

If this sounds like an opportunity you are interested in, please us a cover letter and resume or proposal to Sonny Albert at salbert@recreationmb.ca by December 1, 2022 at 5 pm .
 Questions? Email Sonny.