2021-2022
INTRAMURAL SPORTS
RECREATION FACILITATOR

POSITION SUMMARY:
The Recreation Facilitator position is responsible for assisting in the delivery of Intramural Sports and other Campus & Community Recreation programs.

Applicants are asked to apply specifically for the position(s) of greatest interest to them, and highlight relevant experience and qualifications for consideration to the position(s).

INTRAMURAL RECREATION FACILITATOR POSITIONS:
- Basketball Recreation Facilitator
- Ice Hockey Recreation Facilitator
- Soccer Recreation Facilitator
- Volleyball Recreation Facilitator
- Multisport Recreation Facilitator (Dodgeball, Kickball, Innertube Waterpolo, Spikeball, Ultimate Frisbee, etc.)
- Special Events (large and small tournaments)

The responsibilities of the role include but are not limited to:
- Lead the implementation of Intramural Sports programming, including staff management; program planning; promotion; event set-up, oversight and execution; result tracking; and evaluation for a designated sport or event
- Participate in the hiring, training, supervision, and evaluation of Intramural staff, including Referees and Activity Monitors
- Guide, train and mentor KRLS 105 practicum students in administering Intramural Sports programming
- Represent Campus & Community Recreation through excellent customer service during biweekly evening shift, through ongoing email communication, and on site at games as needed
- Serve as a member of the Intramural Council and other Committees.
- Serve as a Campus & Community Recreation and University of Alberta ambassador while at work and away, and when on or off duty.
- Time commitment will be approximately 10-13 hours per week – primarily evenings and weekends

Compensation:
- $16.06 per hour for 10-13 hours per week
- Estimated contract dates: August 22nd, 2020 – April 30th, 2021

Qualifications/Expectations:
- The selected applicants must be enrolled at the University of Alberta in the 2020-2021 academic year as this position is a Student Peer Educator positions
Excellent organization, communication, and time-management skills
A dynamic individual who is eager and enthusiastic and is able to motivate their peers to participate in our programs
In-depth knowledge of sport and recreation (see “specific positions” for particular areas); experience in event management is an asset
Must be able to work cohesively within a team as well as independently
Experience with customer service and conflict resolution; good judgment and discretion in dealing with confidential information.

Required Certifications:
Standard First Aid Level ‘C’ certification (must be valid beyond April 1, 2021)

Mandatory Dates:
If selected, candidates MUST be available for training on the following dates*:
Thursday, August 26th to Tuesday, August 31st (Recreation Facilitator Training & CCR Casual Staff Training)
Saturday, September 11th OR Sunday, September 12th (Recreation Facilitator Fall Retreat)
Sunday, January 9th, 2022 (Recreation Facilitator Winter Retreat)

Selected candidates must also be available for contact via email and/or phone during the month of July/August for planning purposes.

*Training dates are tentative and subject to change

Application Procedures:
Submit your application, including your resume and cover letter, at uab.ca/ccrjobs.
To learn more about this and other positions available at Campus & Community Recreation, come to the CCR Job Expo on from March 29th – April 1st. For information on times and locations of the Job Expo, visit uab.ca/ccrjobs.
We thank all interested applicants; however, only those applicants selected for an interview will be contacted.

Job posting will remain active until position(s) have been filled.

The University of Alberta is committed to an equitable, diverse, and inclusive workforce. We welcome applications from all qualified persons. We encourage women; First Nations, Métis and Inuit persons; members of visible minority groups; persons with disabilities; persons of any sexual orientation or gender identity and expression; and all those who may contribute to the further diversification of ideas and the University to apply.