2021-2022 Wellness Recreation Facilitator

The Wellness Recreation Facilitator position is responsible in assisting in the delivery of health promotion initiatives, programs and services to the U of A community. Campus & Community Recreation is committed to supporting the physical, mental and social well-being of students, staff, and community members through recreation, sport and physical activity. We strive to deliver programs and services that support personal development, create community connectedness, and strengthen places and spaces on our campus. This position will provide invaluable experience for anyone interested in the area of post-secondary health promotion and recreation.

The individual in this role can expect to develop competencies in the following areas: health promotion program planning, program evaluation, event management, and stakeholder/community engagement.

The responsibilities of the role include but are not limited to:

- Coordinates the following events/programs with internal and external units:
  - Wellness Wednesday Workshops
  - Winter Walk
  - Let’s Get Moving Outreach Events
  - Rec Recess Outreach Events
  - Wellness Fair
  - Heroes for Health Grant Challenge
  - Unwind Your Mind Programming
  - PAWS (Physical Activity for Wellness Series)
  - Workout Buddy Program
  - Get Active, Get Well Exercise Referral Program
  - Special event requests
  - Lunch and Learn Workshops

- Assists with special events:
  - RecStock (September 2020)
  - Find What Moves You (September 2020)
  - Turkey Trot (October 2020)

- Provides day to day administrative assistance in coordinating all aspects of CCR wellness programs
- Assists with program participation statistics, program evaluation documents and reports
- Assists with knowledge translation projects
- Assist with promotion of wellness programs and events
- Adhere to and implement Campus and Community Recreation policies and procedures in a fair, prudent and professional manner
- Time commitment will be approximately 12-15 hours per week

Compensation:

- $16.06/hour for 12-15 hours/week
- Estimated contract dates: August 26th, 2021 – April 30th, 2022

Qualifications/Expectations:

- The selected applicants need to be enrolled at the University of Alberta in the 2021-2022
academic year as the Recreation Facilitator positions are Student Peer Educator positions

- Excellent organization, communication (oral and written), interpersonal and time-management skills
- Demonstrate positive leadership qualities
- Must be able to work cohesively with a team as well as independently
- Experience with customer service and conflict resolution
- A dynamic individual who is eager and enthusiastic and is able to motivate his/her peers to participate in our programs
- Knowledge of computers and web-based programs
- Knowledge of health promotion and recreation as well as experience in event management is an asset

**Required Certifications:**
- Standard First Aid Level ‘C’ certification

**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.