



VILLAGE OF PLASTER ROCK EMPLOYMENT OPPORTUNITY – TERM POSITION

The Village of Plaster Rock is seeking an individual for a term position from September 10th, 2018 – November 23rd, 2018 for a recreation manager. This individual needs to be energetic, flexible and a strategic thinker. They will be empowered to support and enhance community development initiatives for the village and community through increasing awareness and participation in recreation programs and events. The applicant must be a good communicator with a passion for serving, working with, and leading all kinds of people. In addition to these general skills and personality traits, the village is seeking a recreation manager with the following education, skills and knowledge:

Required Knowledge and Education: Post-secondary degree or diploma in the field of recreation management, physical education, and sports administration or equivalent work experience. Strong communication, integration, problem-solving and interpersonal skills.

Core Skills: Excellent ability to work with staff, customers and community groups to create a positive experience, and must be able to demonstrate excellent customer service delivery skills. Excellent time management and project management skills with a strong attention to detail and the ability to multitask. Proficient with Microsoft office applications including Word, Excel & Publisher, excellent written and oral communication skills, leadership, creative thinking, effective decision-making and negotiation skills.

**DEADLINE FOR APPLICATIONS:
WEDNESDAY, AUGUST 29TH, 2018 @4:00 P.M.**

Only those considered will be contacted.

Submit resumes to:

Village of Plaster Rock

159 Main Street

Plaster Rock, NB E7G 2H2

clerkpr@nb.aibn.com