

2020 Summer Employment Opportunity Summer Program Coordinators

Sask Volleyball is a non-profit Provincial Sport Governing Body whose purpose is to develop and promote the sport of volleyball across Saskatchewan. The organization offers programs and services designed for a variety of ages and abilities, involving both grassroots and competitive, and indoor and outdoor volleyball.

Sask Volleyball is seeking to hire multiple Summer Program Coordinators to work up to a full-time, contract basis over the spring and summer. The positions will be based in Regina, Saskatoon, Prince Albert, and Swift Current, with numbers depending on program needs. If you are creative, an excellent communicator, and have a passion for volleyball, this opportunity is for you!

Reporting to the Program Director, the successful candidates will be responsible for planning, organizing, and delivering a volleyball programs. The program involvement may include Indoor and Beach Provincial Championships, Indoor National Championships, Youth and Adult Beach programs, camps, and leagues, and other duties as required.

Critical Behaviors

- Superior oral and written communication skills.
- Exceptional organization skills.
- Prioritize tasks and manage schedules.
- Work independently or in collaboration with a group.
- Some technical & tactical knowledge in the sport of indoor and beach volleyball.

Qualifications

- For the purposes of qualifying for a Canada Summer Jobs grant, successful candidates need to be under the age of 30.
- Possess a valid driver's license, a reliable vehicle, and a willingness to travel within the province (Travel Policy applicable).
- Access to a laptop and cell phone for business purposes (reimbursement fee applicable).
- Successful completion of a Police Records check before commencing employment.

Assets

- Attended a post-secondary educational institution on a full-time basis during the 2019-20 school year, and planning to return to a post-secondary program the following fall.
- Playing or coaching experience in beach, indoor, and/or sitting volleyball.
- Completed some NCCP courses in beach and/or indoor volleyball.
- Experience with creating schedules and tournament draws for volleyball events.
- Experience delivering youth programming to large groups.
- Registered as a student in a Kinesiology, Education, or Health-related field.
- Familiar with the Long-term Athlete Development model of physical literacy.
- Experienced with basic office operations.

- Experienced with managing Social Media accounts.

Remuneration

- Depending on qualifications and experience.

Timelines

- Start and End Dates:
 - Start date April 13th – May 19th, 2020 depending on program needs.
 - Employment duration up to 16 weeks.
- Deadline to apply:
 - **January 17th, 2020.**

To apply, please send a cover letter and resume to:

Executive Director
Sask Volleyball
1750 McAra Street
Regina, SK S4N 6L4

Fax: 306-780-9288

Email: aaron@saskvolleyball.ca

For more information, please contact Sask Volleyball at 306-535-9231 or aaron@saskvolleyball.ca. All applications will receive a confirmation of receipt response. Only those applicants that Sask Volleyball wishes to interview will be contacted further.