



COMMUNITY DEVELOPMENT COORDINATOR (Lower Mainland, BC)
ONE YEAR MATERNITY LEAVE POSITION

Be inspired and inspire others. Build opportunities that change lives, including your own. Engage with people of all backgrounds so that others may be engaged. Be a part of one of the largest and most respected sport organizations in the world.

Special Olympics BC wants to support the athletes and volunteers in the Lower Mainland, and to do so, we are hiring an individual that will:

- work to build or maintain strong, vibrant, and sustainable community organizations.
- bring new athletes and volunteers to the organization.
- train and support volunteers so that they may make the most of their involvement.
- initiate approved new programs in communities.
- assist with fundraising and resource development.
- work with community leaders to find solutions to challenges that limit Special Olympics growth and development.
- build our base of fans including athletes, volunteers, family members, government, businesses, donors, and community organizations.

Qualifications:

- Bachelor's degree or related diploma; preferably in a sport or recreation related field.
- 3 years experience in a relevant field an asset.

Additional assets:

- Strong interpersonal and communication skills, and a proven team player.
- Experience in program development, implementation and/or evaluation.
- Experience in the sport sector.
- Strong organizational skills and detail oriented.
- Proven ability to work independently.
- Strong computer skills (Word, Excel, Outlook) and ability to learn new database systems.

While this position does have regular "office" hours, your time will flex as you will be required to work evenings and weekends. You will travel to programs in the Lower Mainland of BC so MUST have a valid BC driver's license. You will be required to be in-office as well as an opportunity to work from home. The current salary range for this position is \$45,000.00 - \$65,000.00 per year plus an excellent benefit package.

Please apply with a cover letter and resume immediately to Melainie Hatt, Program Manager, at mhatt@specialolympics.bc.ca . This position will remain open until filled with the successful candidate.

We wish to thank all applicants for their interest. However, only those selected for an interview will be contacted.

Special Olympics British Columbia

210 – 3701 Hastings St., Burnaby, BC V5C 2H6 Tel 604.737.3078 Toll-free 1.888.854.2276 www.specialolympics.bc.ca

Email info@specialolympics.bc.ca Facebook & Instagram @specialolympicsbc Twitter @sobcsociety

Created by the Joseph P. Kennedy Jr. Foundation for the benefit of persons with intellectual disabilities