



Job Posting

Nelson & District Community Complex
Nelson, BC

JUNIOR PROGRAMMER

Benefited, Year-Round Position

35 hours per week 7 months

(typically March–September)

25 hours per week 5 months

(typically October–February)

The Regional District of Central Kootenay (RDCK) is inviting applications for the position of Junior Programmer at the Nelson & District Community Complex. The ideal candidate will be available to start immediately!

REQUIRED QUALIFICATIONS AND EXPERIENCE INCLUDE:

- Diploma in Recreation Administration or acceptable equivalent combination of education and experience
- Three years' experience in recreation. Experience working in a day camp setting considered an asset.
- Minimum of 1 years' experience in a supervisory capacity
- High Five, Principles of Healthy Child Development Certificate
- Valid Class 5 driver's license and a satisfactory Drivers Abstract
- Standard First Aid, CPR-level C, AED.
- Pleasure Craft Operators License (can be obtained after hire)
- Training and experience in a computerized work environment with a high level of knowledge and experience in MS Office (Excel, Word and Outlook).
- Experience with Recreation Software including registration, bookings and admin functions would be considered an asset.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES INCLUDE:

- Demonstrated success developing, organizing and implementing a variety of programs and activities.
- Experience and understanding with a variety of outdoor recreation equipment
- Strong dedication to health and safety in the workplace
- Strong verbal and written communication skills
- A well-defined sense of diplomacy, including solid negotiation, problem solving, conflict resolution, and people management skills.
- Excellent customer service and public relation skills
- Demonstrated ability to lead, instruct, coach and motivate programming staff and volunteers
- High level of creativity, flexibility and adaptability
- Demonstrated ability to develop and maintain strong relationships
- Proven ability to plan, set and achieve goals

The Junior Programmer is a member of the Leadership Team of the Nelson and District Community Complex (NDCC). This position will be responsible for planning, organizing and maintaining a diverse selection of recreation programs, activities, training and events with the majority of programs and services delivered through the summer months. The Junior Programmer typically oversees the camp and paddle rental centre (PRC) teams, however responsibilities can change based on community and/or operational needs.

This is an **incredible opportunity** for a developing Programmer with a strong and developed skillset in operational delivery. If you are interested in a chance to learn and grow alongside a passionate team of recreation professionals and you love the fast paced demands, challenges and rewards that come from large scale program delivery, this role is for you.

Join us in Nelson!

This exciting opportunity is based in the beautiful city of Nelson BC, a world-class recreational playground with all the comforts of today's amenities and lots of exciting things to do and see year round. This community offers all the benefits of small town living, boasts a strong and diverse economy and thriving business sector, has convenient access to parks, great schools and health care services, and is located just a few hours away from major city centres. Locals enjoy a wide range of recreational opportunities including ,skiing, hiking, and biking, as well as access to multiple special interest groups, theatre, music, arts and, of course, an exceptional recreational facility! Nelson is a safe, healthy, beautiful thriving community nestled in the Selkirk Mountains. Are you ready to make a change? **Join us.**

About the Complex:

Employees at the Nelson & District Community Complex have the opportunity to be a part of a great team of people and work in a facility they can be proud of. The facility houses an ice arena, a 6 lane, 25 metre pool and leisure pool, waterslide, hot tub , sauna, steam room, weight room, fitness studio and meeting rooms. As the central recreation hub in the City, the NDCC is a vibrant and active place to be.

About the Job:

The successful applicant will work 35 hours per week 7 months of the year (typically March–September) and 25 hours per week 5 months of the year (typically October–February). They will receive a competitive salary and will be provided with a generous benefits package which includes exceptional health and dental coverage and three weeks of vacation.

This posting, along with a detailed job description outlining the complete required qualifications and the variety of roles and responsibilities included in this role, can be found on our website at www.rdck.ca/jobs.

To Apply: Applications submitted in the form of a resume and cover letter will be accepted by Human Resources **until 9am on Friday, July 23, 2021.**

Thank you for your interest in working with the Regional District of Central Kootenay. All submissions will be acknowledged although only those individuals shortlisted to participate in the interview/testing process will be contacted. This posting may be used to fill other similar positions within the RDCK over the next six months.

For more information or to apply contact:

humanresources@rdck.bc.ca | 250.352.1546

or visit rdck.ca/jobs