

PERSONNEL &
STAFF DEVELOPMENT
BOX 480, LA RONGE
SASK. S0J 1L0
PHONE: (306) 425-2183
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1-800-567-7736



Lac La Ronge Indian Band

EMPLOYMENT OPPORTUNITY

OPEN COMPETITION

The Lac La Ronge Indian Band's Education, Training, and Employment Department is now accepting applications for the 2017-2018 school year, to fill the following **term position** (ending August 31, 2018) based out of **Senator Myles Venne School (SMVS) in La Ronge, SK:**

COMMUNITY SCHOOL RECREATION COORDINATOR

Duties & Responsibilities

- Facilitate the delivery of a variety of community-based sport, culture, and recreation programs after-school, evenings, and weekends.
- Work with students, their families, and community members.
- Recruit, coordinate, and recognize volunteers.
- Gather input towards the creation of an annual program plan, record, and report participant data.
- Report to and work with steering committee(s).
- Establish and maintain community partnership.

Qualifications

- Grade 12 diploma required.
- A diploma in Recreational and/or a related field.
- 1-2 years direct or related experience in Sports, Recreation, and Culture is preferred.
- Ability to work in collaboration with community partners and stakeholders.
- Organizational and time management skills;
- Strong Communications and Interpersonal skills;
- Sensitivity to the north and its diverse cultures, ability to speak Cree is a definite asset;
- A valid Saskatchewan Driver's license with a Driver's Abstract.

Deadline for applications: October 16th, 2017 at 11:59PM.

To apply, please submit a **cover letter** and **resume** including **three (3) references (excluding Chief and Councilors)**, **with one from your most recent/current employer**, to the following:

Human Resource Office,
Lac La Ronge Indian Band
Box 480
La Ronge, SK. S0J 1L0

Phone: (306) 425-2183
Fax: (306) 425-2170
E-mail: (hrinfo@llrib.ca)

****Note: Your references MUST be people who you reported to and had direct supervisory authority over you. In the cover letter, please indicate permission to contact references****

For further information, please call Robert Whiteman, Principal of SMVS at (306) 425-2478.

LLRIB thanks all interested applicants; however, only those chosen for an interview will be contacted. The successful candidate will be required to undergo a criminal record and vulnerable sector record check. Please be advised applications received without the proper documentation may not be considered. Telephone interviews will not be granted.