

Job Advertisement – Physical Literacy Development Coordinator

Recreation NB | Loisirs N.-B.'s (Recreation NB) Physical Literacy Development Coordinator works with interested parties in providing consultation, support, and resources to help their efforts in becoming aligned with Physical Literacy. A more physically literate province will contribute to increases in physical activities, recreation and sport. This position strives to provide leadership, education and advocacy for physical literacy in New Brunswick through multi-sectorial engagement and collaboration.

The Physical Literacy Development Coordinator will play a key role in the promotion, education and advocacy of physical literacy throughout the province and as such will report to the Executive Director of Recreation NB and work with key provincial physical literacy stakeholders.

The position will be located in Fredericton. Occasional flexible working hours and travel will be required.

Key Areas of Responsibility:

- Program coordination of all programs falling under the New Brunswick Physical Literacy (NBPL) banner including the Superhero training program and the Healthy Start for Active Kids program
- Collaboration with (and regular reporting to) provincial physical literacy stakeholders
- Management of NBPL resources including the website, social media accounts and training materials.
- Monitoring of the program budget
- Assist with the delivery of HIGH FIVE® in New Brunswick
- Other duties required that may not be specifically mentioned above

Essential Qualifications:

- Post-secondary education in kinesiology, recreation, health sciences, education or management/commerce
- Knowledge of the Long-Term Development in Sport and Physical Activity and experience with the 3 first stages
- An understanding of the concept of Physical Literacy and its impacts on physical activity and health.
- Excellent written and oral competence in both official languages
- Valid drivers license

Skills and knowledge:

- Experience in public speaking, program delivery and group facilitation
- Organizational skills to coordinate and manage activities
- Attention to detail and the ability to work collaboratively in a team environment
- Computer literacy skills for reporting, financial accountability, website and social media content management
- Demonstrate the ability to develop and maintain positive relationships

Remuneration:

- Full-time - 1 Year Contract with possibility for renewal
- The salary range is \$39,748 to \$48,625 per year, plus health benefits and three weeks vacation

Please submit resumes with references via email by; **12:00PM, Wednesday – January 12th, 2022**

Recreation NB | Loisirs N.-B.
Chris Gallant, Executive Director
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Thank you for your interest, but only those selected for an interview will be contacted.