UM Student Employment Opportunity: Community Engagement Coordinator

Application Deadline: July 18, 2018

The Faculty of Kinesiology and Recreation Management (FKRM) is creating a five-year Indigenous Sport and Wellness Strategy (ISWS) for Bison Sports and the Active Living Centre (ALC) programming. The Community Engagement Coordinator will work with a Project Manager to develop two key initiatives: a long-term Indigenous coaching and athlete development plan that will provide guidance on an Indigenous recruitment, retention and mentorship strategy for Bison Sports and a campus-specific wellness strategy that will enhance the delivery of culturally affirming and barrier-free health and wellness programming for Indigenous students, staff and community members at the Fort Garry, Bannatyne and William Norrie campus.

The successful applicant will be responsible for establishing, engaging and maintaining relationships with FKRM, university and Indigenous stakeholders. In addition, they will also be responsible for coordinating several pilot sport and wellness outreach activities to increase community engagement in Bison Sport and Active Living Programs and supporting the Project Manager on the creation of strategic planning materials related to the ISWS.

Requirements

• Post-secondary diploma preferred, in a related field (preferably in Kinesiology, Sport Management, Recreation Management), and minimum of two years of experience as a sport or recreation leader.
• Extensive experience working with Indigenous communities, preferably in the area of sport.
• Currently registered as a full-time student in a post-secondary program related to Sport, Recreation Management, Native Studies, Business, or other related areas of study.

Roles and Responsibilities

• Work in consultation with Bison Sports and Active Living to determine existing and historic participation in university athletics by Indigenous athletes and members of the university community.
• Adopt culturally respectful protocols when working with Indigenous elders, knowledge keepers, political and sporting organizations, and community groups / members.
• Establish good working relations and collaborative arrangements with community groups, funders, University staff, coaches, athletes and other organizations.
• Conduct meetings and interviews with various stakeholders.
• Coordinate pilot sport and wellness outreach activities for Indigenous students and community members living in inner Winnipeg to access Active Living programs and Bison Sport events.
• Develop and implement work plans and outreach activities.
• Manage budget for pilot sport and wellness outreach activities.
• Investigate Best Practices from other jurisdictions and entities, such as national and regional sport bodies, that pertain to the goals and objectives of the Sport Plan and Wellness Strategy.

Qualifications
• Demonstrated experience working with Indigenous communities (either on or off-campus).
• Knowledge of Indigenous cultures, protocols, and community-based partnerships.
• Excellent intercultural competences, particularly for working with Indigenous populations across Manitoba (urban plus rural and remote).
• Experience with project management, organizational and prioritizing skills; problem solving and organizational skills; attention to detail is imperative.
• Experience with Microsoft Office suite products.
• Ability to independently and proactively track and report on deliverables to Project Manager.
• Comfort and adaptability to communicate with diverse stakeholder populations (e.g., government, academia, Indigenous communities, coaches, athletes).
• Ability to prepare and present oral and written reports on development and outreach activities, to track and assess progress and address challenges as they occur.
• Excellent organizational and administration skills.
• Demonstrated ability to work in close collaboration and partnership with coaches, athletes, community members
• Ability to work independently.
• Ability to manage multiple priorities.

Evenings and weekend work may be required. The successful applicant may be required to take several multi-day trip outside the city to visit rural or remote Indigenous communities throughout the contract period.

Hours of Work: Project-based position with variable hours. 8-10 month duration, with possibility of extension
Deadline to Apply: 4:00pm, July 18, 2018

Please email your resume and cover letter to: Heather McRae
heather.mcrae@umanitoba.ca

Preference will be given to individuals that self-identify as Indigenous. The Faculty of Kinesiology and Recreation Management would like to thank all applicants for their interest; only those selected for an interview will be contacted.