



Department: Sport and Program

Title: Community Development Coordinator (Vancouver Island, BC)

Position Type: Community Development Coordinator

Location: Vancouver Island, BC

Reports to: Manager of Programs

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 part of one of the largest and most respected sport organizations in the world. Welcome to Special Olympics BC!

In this role, you will be a key member of the Program team working directly and collaboratively with Local Committees to engage and support athletes, coaches, and volunteers in the day-to-day program operations throughout the province.

The successful candidate will:

- Believe strongly in the Special Olympics mission, vision and values.
- Work to build and/or maintain strong, vibrant, and sustainable community organizations.
- Work with community leaders to find solutions to challenges that limit Special Olympics growth and development
- 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.
- Build our base of fans including athletes, volunteers, family members, government, businesses, donors, and community organizations.

What you'll bring:

- Bachelor's degree or related diploma preferably in a sport or recreation related field.
- 3 years experience in a relevant field is an asset.
- 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 and advanced user of Microsoft suite including Teams
- Undergo a Criminal Record and Vulnerable Sectors Check.
- Valid BC driver's license.

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 throughout Vancouver Island so you must have a valid BC driver's license and vehicle. Applicants must reside on Vancouver Island. The current salary range for this position is \$48,000-\$55,000 per annum plus benefits.

If this is your dream job please **apply with a cover letter and resume** to

jkym@specialolympics.bc.ca This position will remain open until a suitable candidate is found.



We thank all interested applicants. Only those selected for interviews will receive replies.

About Special Olympics BC

Special Olympics BC is dedicated to enriching the lives of individuals with intellectual disabilities through the power and joy of sport. To learn more, please visit www.specialolympics.bc.ca.

Special Olympics BC hires on merit and is strongly committed to fostering an inclusive workplace and equality and diversity throughout our community.

The Special Olympics BC provincial office is gratefully and respectfully located on the lands of the Coast Salish, Qayqayt, səliiwətaʔt təməxʷ (Tseil-Waututh), Skwxwú7mesh-ulh Temíxw (Squamish), S'ólh Téméxw (Stó:lō), Stz'uminus, and xʷməθkʷəy̓əm (Musqueam) Peoples. We also recognize all traditional territories where Special Olympics BC members are working, living, and playing.