



## *TRACK AND FIELD / ROAD RUNNING / CROSS COUNTRY*

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### 2017 Summer Outreach Program Facilitators

Athletics Manitoba, the provincial sport governing body for the sport of athletics, Track and Field, Cross Country, and Road Running is seeking qualified individuals to assist with the development and implementation of a number of programs throughout the summer season. There will be 5 potential Program Facilitator positions, however they are all dependent on confirmation of funding.

#### Job Description/Duties:

- Delivery of clinics (outreach programs), some travel will be required
- Assistance with rural competitions (travel required)
- Assistance with Western Canada Challenge (Tri-Province) team management
- Preparing for meets including entries, meet management, setup and teardown
- Additional duties assigned
- Representative of the Athletics Manitoba in the track community

#### Qualification:

- Registered university student
- Registered member of Athletics Manitoba
- Access to a vehicle
- Available to work weekends
- Able to do light manual labor (moving signs, lifting equipment and boxes)
- Strong background in sport of Athletics
- Exceptional time management skills
- Strong ability to work with others in inclusive and meaningful ways
- Critical thinking and adaptive thinking required
- Good understanding of basic computer programs such as Microsoft Excel, Word and PowerPoint

#### Preferences:

- Previous meet experience
- Ability to multitask
- Previous coaching experience
- Run, Jump, Throw, Wheel or Sport Coach training
- Experience working with Hytek Meet Manager software

Interested candidates should forward a resume and cover letter to [execdirector@athleticsmanitoba.com](mailto:execdirector@athleticsmanitoba.com). Please indicate the name of the position in your email subject line and cover letter.

Deadline: March 3, 2017

Successful candidates will be contacted for an interview the week of March 6, 2017.