



## ***Career Opportunity***

### **Provincial Games Consultant**

The Saskatchewan Games Council Inc. (SGC) works in collaboration with a variety of partners to support development opportunities for athletes, coaches, officials, volunteers and communities through multi-sport games. The SGC believes that multi-sport games are an essential pathway to sport excellence which create provincial pride, lasting legacies, and exceptional experiences.

We are seeking a highly motivated individual who will champion the Saskatchewan Games program and contribute to other Games related duties and responsibilities. If you have high work standards, a passion for sport, great leadership and interpersonal skills, and proven event management capabilities, we want you to consider joining our team!

#### **Primary Duties & Responsibilities:**

- Overall management of the Saskatchewan Summer & Winter Games program.
- Provide consulting support and sport technical expertise to multi-sport games host communities within the province.
- Work effectively with the Provincial Sport Organizations and Districts to successfully fulfill their roles and responsibilities relative to the Saskatchewan Games.
- Assist with logistical duties & preparations specific to Team Saskatchewan's participation in the Canada Games and Western Canada Summer Games.
- Liaise with stakeholders within Saskatchewan's diverse population to enhance relationships and build awareness that will encourage increased sport participation in all multi-sport games. You must value diversity.

#### **Knowledge, Skills & Abilities:**

- Success with planning, delivering and evaluating events (preferably in sport).
- Gold medal people skills with the ability to effectively maintain and develop partnerships and collaborative relationships with stakeholders.
- Servant leadership with talented facilitation skills.
- Proficiency with a variety of computer programs specifically MS Office software.
- Exceptional project management and organizational skills.
- Detail orientated, innovative, adaptable, and resourceful.
- Effective written and oral communication skills.
- Ability to develop and monitor budgets and understand financial reports.
- Knowledge of the amateur sport system in Saskatchewan and Canada.
- Comfortable with social media and other forms of communication tools.
- An implementer of change with the ability to discover new and innovate solutions.

**Qualifications & Experience:**

- University degree or a diploma in sport or recreation administration, kinesiology or other post-secondary training directly related to the key duties and responsibilities required of this position.
- At least 5 years' experience working in sport, event management, or a related field.
- Experience working with and understanding the role and value of volunteers.
- Working in or understanding the not for profit environment is an asset.

**Working Conditions:**

This is a full time permanent position reporting to the Executive Director. Normal office hours are Monday-Friday 8:30 am to 5:00 pm, 37.5 hours/week. Occasional weekend and evening work can be expected. Travel is required within and outside of the province, hence a valid driver's license is required. A comprehensive benefits and pension plan is available. It is expected that the successful candidate will work out of the Regina office; however, some flexibility may be negotiated. A competitive salary will be offered and will commensurate with the skills and experience of the successful candidate.

**How to Apply:**

Qualified applicants are requested to email their cover letter and resume to:

Mark Bracken, Executive Director  
Saskatchewan Games Council Inc.  
[mbracken@saskgames.ca](mailto:mbracken@saskgames.ca)

**Deadline to receive applications is 4:30 pm., Friday, November 23, 2018.**

Note: Only those who are selected for an interview will be contacted. Thank you for your interest in the Saskatchewan Games Council.