



EMPLOYMENT OPPORTUNITY

MANAGER OF RECREATION AND TOURISM

The City of Bathurst is seeking an energetic individual geared toward recreation and tourism to fill a permanent full time position.

Reporting to the Executive Director of Citizen Services, the successful candidate will be responsible for managing and steering the K.-C.-Irving Regional Centre, Recreation and Tourism Department and for developing sports and sports tourism programs. He/She will actively search for and schedule special events, tournaments, festivals, community activities, concerts and other income-generating activities in order to generate income for the City of Bathurst and its regional partners.

The candidate must have excellent oral and written communication skills and be able to function in both official languages (English and French).

He/She must be open to new challenges and be able to work in a fast-paced team environment while maintaining strict confidentiality and professionalism at all times.

REQUIREMENTS & DUTIES:

- University diploma in recreation or in a related field as well as extensive administrative knowledge;
- Minimum of five (5) to seven (7) years of relevant experience;
- Strong employee management skills in a unionized environment;
- Understanding of municipal, sports and community environments;
- Vast experience in project management and in scenario development;
- Assume a rallying leadership role, guiding and providing advice to agents, partners and organizations of the City of Bathurst;
- Positive attitude, ability to communicate and to motivate people;
- Sound knowledge in the implementation, development and marketing of recreational programs;
- Develop, propose and ensure that his/her department's annual operating and capital budgets are followed and well-managed;
- Take part in recruitment and training efforts of staff under his or her supervision;
- Ability to analyze and make recommendations;
- Ability to work effectively with others.

SALARY:

The salary ranges from **\$67,656 to \$84,570** with great benefits which include:

- A complete range of employee benefits (health care, dental, life insurance, long-term disability);
- Pension plan (Great-West);
- Competitive vacation options;
- Improved professional development opportunities.

Applicants must clearly demonstrate the essential qualifications to be given further consideration.

Interested and qualified candidates are invited to submit their resume (in confidence) on or before **March 9, 2018** to:

Ms. Véronique Bourque, Human Resources Manager
150 St. George Street Bathurst, NB E2A 1B5
Fax: (506) 548-0581
E-mail: veronique.bourque@bathurst.ca

The City of Bathurst wishes to thank all those who will apply, however, only those to be interviewed will be contacted.