



Selkirk First Nation

P.O. Box 40, Pelly Crossing, Yukon Territory Y0B 1P0
Phone: (867) 537-3331 Fax: (867) 537-3902



Employment Opportunity

Position: Recreation Assistant Coordinator

Salary: \$28.40 - \$33.98

Status: Full-time term to April 1, 2023

Closing Date: May 10th, 2021

Job Summary

Reporting to the Recreation Coordinator, this position facilitates sports and recreation programs, and creates a safe and positive environment for youth to participate in. The recreation assistant coordinator completes regular reviews of project progress, provides administrative support to the Coordinator, fosters positive relationships with youth and parents, and behaves in a healthy and positive mentor fashion. The incumbent is responsible for daily program preparation and clean up as well as assisting the Recreation Coordinator on special community projects and events.

Education and Experience

- A grade 12; OR an equivalent combination of education, training and experience working within a First Nation environment in the Recreation field.
- Working knowledge of Microsoft Work and Outlook are required.

Conditions of Employment

- Valid Class 5 Driver's License
- Standard First Aid/CPR
- Criminal Records Check – Vulnerable Sector Check
- Food Safe Level 1
- Attend training as required
- Oath of Confidentiality
- Oath of Intoxicant

**For additional information about the position contact
Danielle Marcotte, Recreation Coordinator Trainee
at (867) 537-3331 ext. 102.**

**For more information about how to apply or to submit a resume contact
Human Resources at (867) 537-3331 ext. 205 or humanresources@selkirkfn.com**