



EMPLOYMENT OPPORTUNITY

Assistant Director, Camp Programs and Facilities

16% of the Canadian population has a disability. In British Columbia and the Yukon, approximately 750,000 adults and 26,000 children have diverse abilities that limits their independence and quality of life.

Help make a difference in the lives of children and young adults with diverse abilities at Easter Seals BC/Yukon. Since 1952, Easter Seals BC/Yukon has offered programs and services to children with diverse abilities and their families. Building on decades of experience, Easter Seals BC/Yukon is a trusted charity and established leader in the support of the disabled community. Looking ahead, Easter Seals BC/Yukon is embarking on an exciting new strategic plan and is looking for a new member to join our team

Role

Easter Seals BC/Yukon is seeking an Assistant Director to work with the Director, Camp Programs & Facilities. This is a full-time role starting once the role is filled.

Responsibilities:

The role will include work in many areas including but not limited to: program development and implementation, staff and volunteer recruitment and training, documentation, facilities management, as well as planning and budgeting.

Qualifications:

- Graduate of a post-secondary program in Communications, Education, or similar or equivalent experience.
- Experience in youth and community programming with an understanding of diverse abilities.
- Strong relationship building and communication skills.
- Extremely well organized with strong multi-tasking abilities.
- Exceptional attention to detail.
- Excellent oral and written communication skills.
- Ability to troubleshoot and think on their feet in times of crisis to ensure a positive end result.
- Ability to work effectively with other team members as well as function independently.
- Ability to adapt and adjust in a changing environment
- Excellent computer skills – MS Office, Adobe Creative Suite, etc.
- Ability to cope in a demanding environment.
- Available for evening and weekend hours.

Term:

A full-time position starting Feb 1st 2021 or later.

This is a great opportunity with many avenues for learning and growth. You will be working in a dynamic, fun, team-oriented work environment. If this opportunity is of interest to you, please forward a cover letter and resume in confidence to:

Email: camp@eastersealsbcy.ca