



Summer Program Coordinator

Basketball PEI is a non-profit Provincial Sport Organization that serves the basketball community across Prince Edward Island. We are looking for a student, returning to school this fall, with a positive attitude and strong work ethic that is excited about growing basketball in the province.

The Position: This is a term Program Coordinator position which has been created to help develop programming that will help grow the sport and enhance existing programs.

- **Start date:** July 9th, 2018; Ends: August 31st, 2018 (8-week term)
- **Wage:** \$11.55/hour
- **Hours:** 30 hours/week (includes some weeknight and weekend work)

Responsibilities:

- Create, plan, and implement new programs that will help get more people playing basketball
- Work in an office setting with some travel depending on the program
- Specific tasks related to basketball development in the community

Requirements:

- As part of the funding for this program:
 - Applicants must have been registered as a full-time student during the past school year
 - Intends to return to school on a full-time basis during the next academic year
 - Is a Canadian citizen, permanent resident, or person whom refugee protection has been conferred under the Immigration and Refugee Protection Act*
- Has demonstrated ability in using Microsoft Office programs such as Word, Excel, PowerPoint, and Publisher
- Has a valid class 5 driver's license and access to a vehicle
- Has knowledge of the basic fundamentals of playing basketball

How to Apply?

Interested candidates should submit their resume with 2 references to Trent@basketballpei.ca or by mail to Basketball PEI, 40 Enman Crescent Suite #205, Charlottetown, PE C1E 1E6 **by 4:00 PM, Tuesday, July 3rd, 2018**

We thank all applicants for their interest. However, only those selected for interviews will be contacted.