



100 John West Way  
Box 1000  
Aurora, Ontario  
L4G 6J1  
Phone: 905-727-3123  
[www.aurora.ca](http://www.aurora.ca)

TOWN OF AURORA

---

## EMPLOYMENT OPPORTUNITIES

Division of Human Resources

# Specialist, Sport and Community Development

## Full-Time, Contract - Two (2) Years

### \$77,209 to \$94,757 per year

Reporting to the Manager of Recreation, the Sport and Community Development Specialist is responsible for the strategic evaluation, implementation and sustainability of the Town's Sport Plan including, but not limited to the development of programs, services and events to support and sustain the plan. This position is also responsible for the overall development, coordination and delivery of community development functions including outreach, research, networking, development and evaluation of community development opportunities and partnerships.

To be considered for this position you will have formal post-secondary education in Recreation, Sports Administration or a related discipline. A minimum of five (5) years of progressively responsible experience in a municipal or sport environment. Demonstrated experience in sport and community development, community engagement, partnership development and capacity building. You will have experience working with not for profit organizations, social and human services and provincial organizations, as well as diverse communities, groups and organizations (i.e., sport/recreation, arts & culture, ethno-cultural, older adults, etc.). You will have exceptional report writing skills and the ability to make presentations to council, community groups and other stakeholders. You will possess strong interpersonal, communication, customer service, coaching and facilitation skills. This role requires the incumbent to work flexible hours and/or shifts to attend evening and weekend meetings and/or events. The incumbent must possess current Basic First Aid and CPR C certification as well as a valid Class "G" License in good standing and reliable vehicle to use on Town business.

### Police Criminal Record Check Requirements

Successful applicants to this position will be required to provide a Police Criminal Record Check that is satisfactory to the Town prior to their start date.

If you are interested in joining our dedicated team of municipal professionals, please forward your resume to: Human Resources, Town of Aurora, 100 John West Way, Box 1000, Aurora, Ontario, L4G 6J1 or email to: [hr@aurora.ca](mailto:hr@aurora.ca) by **June 14, 2019** quoting reference number **19-32**.

The Town of Aurora is an equal opportunity employer that is committed to recognizing and celebrating the diversity of opinion, talent and expertise that make each person unique. We thank all applicants and advise that only those selected for an interview will be contacted.

Applicants requiring accommodation are asked to contact Human Resources. Applicant information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment with the Town of Aurora. Questions about this collection of personal information should be directed to the Manager of Human Resources at 905-727-3123.