



ACCEPTING APPLICATIONS FOR  
**RECREATION MANAGER**

The Portage Regional Recreation Authority Inc. is accepting applications for the position of Recreation Manager.

Reporting to the General Manager, the Recreation Manager is responsible for all sport, recreation and leisure related programs and activities. This position is directly responsible for the Shindleman Aquatic Centre, Splash Island Waterpark and Viterra Fitness Centre. This position is responsible for approximately 25 full and part time employees.

**QUALIFICATIONS:** The incumbent will have a thorough knowledge of aquatic facility operations as well as recreation program development and delivery. The incumbent will have a working knowledge of aquatic facility operation, planning and administration. The ability to perform all duties with minimal supervision and exercise initiative and authority is required. Good written and verbal communication skills are essential and well-developed supervisory capabilities are required. This knowledge would normally be acquired through four years' experience in a supervisory capacity within an Aquatic Facility or Municipal Recreation Position. An equivalent combination of education and experience would also be considered.

- Completion of minimum of Grade Twelve, or G.E.D.
- Knowledge of recreation planning and administration
- Requirement to obtain *Aquatic Facility Operator Training Course*
- Knowledge of Workplace Safety & Health Act, WHMIS,
- Minimum 4 years supervisory experience
- Or, a satisfactory equivalent combination of education, training and experience.
- Must possess and maintain a valid Class 5 Province of Manitoba driver's license
- Requirement to maintain first aid and CPR/AED certification.

This is a permanent, full-time opportunity (35 hours per week Monday to Friday). Individuals must be able to work some evenings, weekends and holidays.

Salary to commensurate with experience.

The PRRA is a not for profit corporation responsible for providing recreation & leisure programs and services for the benefit of citizens in the Portage la Prairie Region. More information about the PRRA can be found at [www.strideplace.ca](http://www.strideplace.ca)

Please forward inquiries and application to:  
Human Resources, PRRA  
P.O. Box 1059  
Portage la Prairie, MB R1N 3C5  
PHONE (204) 857-7772 FAX (204) 239-1520  
Or e-mail: [hr@prra.ca](mailto:hr@prra.ca)

**SUBMISSIONS MUST BE RECEIVED BY 4:00PM WEDNESDAY, September 18, 2019  
AND MARKED "RECREATION MANAGER".**

***We thank all applicants for applying however only those being considered for an interview will be contacted.***