



The Shuswap Trail Alliance
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Updated: July 15, 2019

Management Position: Associate Director - Legacy Development

The Shuswap Trail Alliance is evolving to better support our partners grow the expanding legacy of trails throughout the region, including the new Rail-Trail Greenway between Sicamous and Armstrong. To meet the growing demand, the STA is hiring a suitable, committed candidate with the right mix of community development, facilitation, and project management experience to join the management team as ***Associate Director*** and help us rise to meet the challenge of these exciting new opportunities.

PURPOSE: to work with the Executive Director and management team expanding the capacity of the Shuswap Trail Alliance to better support our partners grow a sustainable, long-term legacy of trails throughout the region, including the Rail-Trail Greenway between Sicamous and Armstrong.

Responsibilities include:

- a. coordination of strategic planning, budgets, and fund development with the Executive Director, board, and regional partners
- b. liaison with regional partners including all orders of government (First Nations, Federal/Provincial, Regional, municipal), agencies, land owners, and community organizations,
- c. co-facilitation of regional collaborative planning with the Executive Director
- d. project management, scheduling, risk assessment, work plan implementation, and reporting
- e. HR and contractor management including RFPs, procurement, and supervision
- f. community engagement, media communications, and public relations.

Qualifications: proven project management, facilitation, strategic planning, community development, financial management, HR, contractor, and public relations experience. Computer and online-networked work environment proficiency required. Professional Project Management designation an asset.

Term: up to full time (4 days/week) 2 year employment contracts with benefits, and potential for extension dependent on successful fund development. Remuneration negotiable based on experience. Contract proposals also considered.

To apply: Please send a resume with references or contract proposal to admin@shuswaptrails.com.

Deadline for applications: Open until position is filled.

The Shuswap Trail Alliance gratefully operates within Secwepemcul'ecw, unceded Secwepemc territory, and is a founding partner of the Shuswap Regional Trails Strategy and Roundtable protocol.

For further information visit www.shuswaptrailalliance.com.

