

### **Event Coordinator**

*The Waegwoltic Club is seeking a seasonal **Event Coordinator** for our peak 2018 season to coordinate our calendar of club events. Reporting to our Communications Manager (and working under the supervision of our Program Manager and Dining Room Manager), this role will involve the planning, coordination, and execution of a range of indoor and outdoor events involving both youth and adult members.*

*The successful applicant must be able to work independently to effectively manage a high volume and diverse range of club events and activities. A flexible schedule, attention to detail, and strong interpersonal skills are requirements for this role. Experience in event coordination, working with children, and photography/videography skills are considered assets.*

*A valid driver's license and access to a vehicle are required for this role. A Child Abuse Registry Check and Vulnerable Sector Check will be required for the successful candidate.*

*Please forward your cover letter & résumé to Geoff Tobin at [communications@waegwoltic.ca](mailto:communications@waegwoltic.ca).*

*For more information, please contact Geoff Tobin at 902.429.2822 (ext. 100).*

