

CASUAL EMPLOYMENT OPPORTUNITY

Job title: COMMUNITY LIAISON – COMMUNITY WALKING PROJECT (CWP)

Pay: \$25/hour for 13 hours/week

Term: September 1, 2010 to March 31, 2011

Schedule: Flexible

Duties:

- Meet with potential CWP network members to plan membership
- Establish cohesive group of agency representatives, local non-profits and community groups as CWP network
- Work with network members to create terms of reference for the network
- Establish regular meeting times, locations, hosting, etc. for CWP network meetings
- Support CWP walking groups
- Assist with writing articles about the CWP for local newspapers and newsletters

Qualifications:

- Experience working with agencies and groups in central Edmonton
- Some post-secondary education in physical education, recreation, fitness or similar field
- Excellent communication skills, oral and written
- Ability to work independently
- Computer proficiency using MS Office applications (Word, Excel, Outlook, PowerPoint) and the Internet

Other:

- Having access to a computer for working from home is recommended

Application:

Please submit a cover letter and resume in confidence, on or before July 15, 2010, to:

Dianne Gillespie
Project Coordinator
Community Walking Project
Alberta Centre for Active Living
3rd Floor, 11759 Groat Road
Edmonton, Alberta T5M 3K6
Fax: 780-427-2677
E-mail: dianneg@ualberta.ca