



MANITOBA ABORIGINAL SPORTS & RECREATION COUNCIL INC. (MASRC)

JOB TITLE:	Sport for Social Development (SSD) Program Leader
REPORTS TO:	SSD Supervisor
LOCATION:	MASRC Locations
HOURS OF WORK:	Full-time (35 hours per week)

PURPOSE

The Sport for Social Development (SSD) Program Leader is responsible for engaging and collaborating with Indigenous communities and organizations to support the delivery of sport and recreation initiatives. This role maintains and strengthens relationships between communities and the MASRC, supporting community members who deliver, or wish to establish, sport and recreation programs that advance SSD outcomes, including increased graduation rates, improved health and well-being, reduced at-risk behaviours, and enhanced community capacity to deliver sport and recreation programming.

POSITION SUMMARY

Reporting to the SSD Manager, the SSD Program Leader supports the development, coordination, and delivery of community-based SSD initiatives. The Program Leader works collaboratively with communities to design and implement programs aligned with local goals and priorities. This role also provides mentorship and training to community members to support the sustainable, independent delivery of sport and recreation programs.

KEY RESPONSIBILITIES

1. Participate in Traditional Games Training for Trainers and complete required NCCP Multi-Sport and Learning Facilitator certifications within the first six months.
2. Deliver Traditional Games programming in a minimum of 15 communities, with additional travel as required.
3. Build and maintain strong relationships with community members to support cultural knowledge sharing and program participation.
4. Collaborate with the SSD Supervisor to plan and deliver multi-activity community events and initiatives.
5. Adapt programming to community needs and changing conditions (e.g., weather, local events).
6. Develop and implement urban programming, including evening, weekend, or seasonal daytime sessions.
7. Maintain regular communication with communities and partner organizations to identify opportunities for collaboration and support.
8. Identify and share resources that support community capacity building, including sport information, grants, and leadership development opportunities.
9. Utilize mentorship and coaching resources to support community engagement and reduce barriers to participation.
10. Participate in weekly meetings with the SSD Manager and team to review progress, priorities, and program updates.





11. Prepare concise weekly reports documenting activities, communications, and program statistics.
12. Ensure accurate collection and entry of program data to support reporting and evaluation.
13. Maintain professional and timely communication through phone, email, and organizational platforms.
14. Support program operations including budgeting, travel coordination, equipment management, and event logistics.
15. Contribute to communications and documentation for the MASRC, including maintaining community records and capturing approved photos, videos, and survey data.

EDUCATION, EXPERIENCE AND QUALIFICATIONS

1. Post-secondary education in Sport Management, Kinesiology, Indigenous Studies, Recreation Management, or a related field.
2. An equivalent combination of education and relevant work experience will be considered.
3. Demonstrated experience in program development, coordination, and evaluation, with strong communication and organizational skills.
4. First Aid and CPR certification, or willingness to obtain upon hire.
5. Valid Class 5 driver's licence.
6. Successful completion of a Criminal Record Check with Vulnerable Sector Screening and Child Abuse Registry Check (required upon hire).
7. Experience working with Indigenous communities, with knowledge of the North American Indigenous Games (NAIG) considered an asset.
8. Proficiency in Microsoft Office Suite and experience with basic database or data management systems.
9. Experience with budget administration, reporting, and program documentation.
10. Ability and willingness to travel throughout Manitoba and work evenings and weekends as required.
11. Demonstrated commitment to advancing Indigenous health, wellness, and community development through sport and recreation.

Interested candidates are encouraged to submit their resumes and a cover letter outlining their qualifications and experience to HR Consultant, Marie Murdock at aniin@mariemurdock.ca. The position will remain open until filled.

The MASRC is an equal opportunity employer and encourages applications from Indigenous individuals.



MANITOBA ABORIGINAL SPORTS & RECREATION COUNCIL INC. (MASRC)
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