



Job Posting: Sports Program Summer Student

Organization: Archery Manitoba

Location: Winnipeg and various locations throughout Southern Manitoba

Term: July 6 – August 31, 2026 (Approximately 9 weeks)

Hours: 35 hours per week (Includes evenings and weekends)

Wage: \$16.00 – \$18.00 per hour

About the Role

Archery Manitoba is seeking energetic and motivated youth to join our team as **Sports Program Summer Students**. This role is a fantastic opportunity to gain hands-on experience in sports administration, event management, and community programming. You will play a vital role in supporting our daily operations, ensuring our events run smoothly, and helping grow the sport of archery across the province.

Key Responsibilities

- **Program & Event Support:** Assist with the planning, setup, and execution of archery programs. Manage participant registration and provide on-site support during events.
- **Administrative Support:** Support staff by managing online systems, preparing documents, and handling day-to-day communications.
- **Equipment & Range Maintenance:** Help maintain and repair archery equipment and ensure ranges are clean, safe, and ready for use.
- **Marketing & Communications:** Help us grow! Create engaging social media content, update digital platforms, and draft communications to increase community engagement.

Benefits

- Gain valuable, resume-building experience in the sports and recreation sector.
- Develop essential skills in teamwork, communication, and problem-solving.
- Receive comprehensive training and ongoing mentorship.
- Work in a supportive, fun environment with weekly staff briefings and consistent supervision.

Eligibility & Requirements

- **Age:** Must be between 15 and 29 years old.
- **Training:** Completion of Respect Training (provided by Archery Manitoba).
- **Screening:** Applicants aged 18 or older must complete a Criminal Background Check and Child Abuse Registry Check.
- **Travel:** A valid driver's license and access to a personal vehicle are considered strong assets.
- **Certification:** National Coaching Certification Program (NCCP) training is considered an asset.

How to Apply

If you are passionate about sports and looking for a rewarding summer experience, we want to hear from you!

Please submit your resume to info@archerymanitoba.ca by **Monday, June 29, 2026**.

Archery Manitoba is committed to providing necessary training and support for all successful candidates. We encourage all interested and qualified youth to apply.