Christ The Redeemer Catholic Schools is a large and fast growing organization providing high quality education in a faith-filled, Christ centered environment.

**PROGRAM ENHANCEMENT COORDINATOR**

*Formerly Recreation Coordinator*

**CENTRE FOR LEARNING @ HOME**

**EDMONTON AREA**

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2017-01S – Effective late August, 2017 (possibly sooner to allow for training), we require a Program Enhancement Coordinator based in the EDMONTON area and working through The Centre for Learning@HOME’s Edmonton office. Our Program Enhancement Coordinator will be responsible for the coordination and potential delivery of a variety of events and physical education activities for home schooling students living in Edmonton and area. The successful candidate will have a degree or diploma in Recreation, or equivalent training, basic first aid, and experience working with youth. The ability to work independently is necessary, as is attention to detail and the ability to meet deadlines. The ability to work collaboratively is essential. Reliable transportation including required levels of insurance are necessary and the successful candidate will need to provide a drivers abstract as well as a criminal record check and a child welfare check. Travel will be required and overnight stays are necessary a few times each year. This full time position (37.5 hours per week), begins mid-August and ends in June. Time off throughout the year runs concurrent with the school calendar.

Internal candidates may apply with resume including references to hrcoordinator@redeemer.ab.ca.

External candidates can go to www.redeemer.ab.ca, employment, career opportunities, support staff, active postings. To apply you must create an online account.

Questions may be directed to hrcoordinator@redeemer.ab.ca; please quote ‘PEC Edmonton’ in the subject line.

This posting will close at noon on Wednesday, May 17, 2017.

*The School Division expresses appreciation to all those who apply. Only candidates selected for an interview will be contacted.*

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Postings are internal for a period of one week – Date of posting May 3, 2017