



Position: Executive Director, LUTTE NB WRESTLING

Lutte NB Wrestling (LNBW) is a non-profit, provincial sports organization that oversees the sport of wrestling in the province of New Brunswick. We exist to develop the sport of wrestling and generate results at the national and international level. This position is financially supported by the Department of Healthy and Inclusive Communities.

The role of the Executive Director will be to manage the programs of LNBW, develop and implement policies, budget, fundraise, participate in short-term and long-term planning with the intention of helping the sport of wrestling achieve success through the plans established by the Board of Directors. The Executive Director will be required to work with the LNBW Executive to meet the goals of LNBW.

The Executive Director is a leadership role where regular communication with members and stakeholders is a necessity. This includes: wrestling clubs, sponsors, athletes, coaches, officials, New Brunswick Interscholastic Athletics Association, Wrestling Canada Lutte, university and college athletic programs, and other individuals or groups associated with the sport of wrestling in New Brunswick.

Responsibilities and Expectations:

- Planning, organization, administration, fundraising
- Event management
- Short-term and Long-Term Planning
- Development of growth plans to increase membership
- Effective and efficient communication with all key stakeholders
- Policy development and implementation
- Irregular hours of work, including some weekends
- Travel within NB
- Other duties, as directed by the Executive.

Education and Professional Requirements

A post-secondary degree or equivalent experience in recreation management, business, sport management or another related field is a requirement. The successful candidate should have some management experience. Strong leadership, interpersonal skills, sound decision-making ability, self-motivation and a commitment to the advancement of the sport of wrestling are required.

There is no preferred location for the position.

Applications with cover letter and three (3) references should be sent to the attention of:

Selection Committee

c/o Chris Falconer

44 Woolridge St

Riverview, NB

E1B 4G3

Or by e-mail at:

ccfalconer@hotmail.com on or before 12:00 pm, on September 8, 2014

The starting salary for the position is \$40 000 (CAD) with benefits under Sport New Brunswick's group insurance.

Only applicants being interviewed will be contacted.