

## National Trails Coalition

# National Trails Coordinator

**Full-Time Contract Position April 1, 2009 to June 30, 2010**

The National Trails Coalition (NTC), a partnership between the Canadian Trails Federation, the Canadian Council of Snowmobile Organizations and the Canadian Off-Highway Vehicle Distributors Council, is seeking an experienced professional to lead the implementation of a \$25 million investment program for trails in Canada.

The ideal candidate will hold a professional designation or a post-graduate degree with a minimum of five years experience in business and financial management. The following attributes are essential for success:

- integrity, honesty and professionalism
- a collaborative style that promotes cooperation among stakeholders
- the ability to motivate people to meet challenging objectives
- the ability to multi-task in a fast-paced environment
- proven project management capabilities
- excellent interpersonal, communication, public relations and presentation skills
- strong computer skills with proficiency in Microsoft Office applications
- flexibility and availability in terms of work hours

The successful candidate will have extensive knowledge of the volunteer trail building and trail user communities in Canada including motorized and non-motorized trails organizations. Experience in dealing with all three levels of government as well as in marketing and public relations would be considered an asset as would the ability to communicate in French. Respect and appreciation for the value of volunteers, staff and partners in delivering this investment program throughout Canada is essential.

This contract position will report to the National Trails Coalition Board. Location is negotiable. Remuneration will be commensurate with experience. Travel will be required throughout the contract period to varied national locations with an emphasis on Ottawa.

Please submit a single electronic document containing your cover letter and resume by email to Jo-Anne Farquhar at [jfarquhar@mmic.ca](mailto:jfarquhar@mmic.ca) on or before noon on March 6<sup>th</sup>, 2009. Include the words "Application for Position of National Trails Coordinator" in the heading of your email message. Only those candidates who are selected for an interview will be contacted.