



# ATHLETICS & WELLNESS COMMISSIONER

## OVERVIEW

The Athletics and Wellness Commissioner is responsible for organizing and planning all athletic and wellness events held by the society. The Commissioner works closely with Queen's Athletics and Recreation and Student Wellness Services to represent the interests of SGPS members.

The Athletics and Wellness Commissioner reports to the SGPS VP (Community). The term of employment begins on May 1, 2018 and ends April 30, 2019. The Athletics and Wellness Commissioner has a salary of \$500 per month.

## KEY RESPONSIBILITIES

- Submit a detailed year plan to the SGPS Executive within one month of hire date
- Hire and supervise a Deputy Commissioner, with the assistance of the VP Community
- Attend relevant committees at the direction and discretion of the SGPS Executive
- Organize and plan SGPS athletics events
- Administrate all athletic programs run through the SGPS
- Work closely with Queen's Athletics and Recreation to represent the interests of SGPS members
- Assist the Social Commissioner in organizing and running the events of Orientation Week
- Attend and report to all meetings of SGPS Council
- Attend all scheduled Commissioner meetings
- Implement the decisions and vision of the SGPS as an organization

## QUALIFICATIONS

- Must be a currently registered SGPS member
- Strong organizational, problem solving and interpersonal skills
- Ability to work as part of a team
- Event planning experience is an asset
- Experience supervising volunteers or staff is an asset
- Availability to plan Orientation Week over the summer and attend the week in September

## TO APPLY

To apply for this position, please submit a resume and cover letter to the attention of Isabel Luce, incoming VP (Community) to [apply@sgps.ca](mailto:apply@sgps.ca).

Applications are due on March 9th at 5pm. For more information, visit [www.sgps.ca](http://www.sgps.ca).

*your* **SGPS**