



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 the Queen's Athletics and Recreation Centre (ARC) and Student Wellness Services (SWS) to represent the interests of SGPS members.

The Athletics and Wellness Commissioner reports to the SGPS Executive team. The term of employment begins on May 1, 2023, and ends on April 30, 2024. The Commissioner has a salary of \$625 per month (\$7500 for the full term) and works on average 20 hours per month. Preference will be given to applicants who are going to be in Kingston for the summer.

KEY RESPONSIBILITIES

- Create a detailed year plan with the VP (Community) by the end of August
- Attend relevant committees at the direction and discretion of the SGPS Executive
- Organize and plan SGPS athletic & wellness events
- Administrate all athletic programs run through the SGPS
- Work closely with the Queen's Athletics and Recreation Centre (ARC) to represent the interests of SGPS members
- Assist the Social Commissioner in organizing and running events during 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
- Familiarity with the structures of the SGPS and Queen's University is an asset
- Ability to work independently as well as part of a team
- Event planning experience is an asset
- Experience supervising volunteers or staff is an asset
- Strong organizational and time management skills
- Excellent verbal and written communication skills
- Availability to plan and facilitate events over the summer months

RENUMERATION

\$625 per month (\$7500 for the full term)

TO APPLY

To apply for this position, please submit a resume and cover letter (with student number) to the attention of the VP Community, Emilia Ganslandt, to apply@sgps.ca. Please specify that you are applying for the Athletics and Wellness Commissioner position in your subject line.

Applications are due on April 10, 2023 at 11:59 pm. For more information, visit www.sgps.ca.