



**MISSION ADOPT-A-BLOCK SOCIETY seeks an individual
for the contract position of:
PROGRAM COORDINATOR**

WHO WE ARE: We are a non-profit society that administers an anti-litter program to increase community awareness of and participation in litter control efforts; to organize clean-up crews for all areas of Mission; to work with schools, community organizations and concerned citizens to develop solutions for litter control; to encourage a safe and fun volunteer experience.

ROLE: Your role is to be the visible presence of AAB in the community of Mission providing leadership in anti-litter education and control. You will enjoy engaging and participating with youth, children and adults encouraging and educating in issues of litter prevention. You will be computer savvy to provide current and timely financial/budgetary, funding applications and information reports for the Board and funding partners. You will understand and be interested in sustaining environmental practices.

The successful candidate must have access to own vehicle and the internet.

HOURS and FEE FOR SERVICE CONTRACT:

P/T (20-25 hours/week or up to 1250 hours per year); flexible (some evenings and weekends); over a 50 week period/yr.

Contract rate depending on experience and renewed on yearly basis after successful completion of year-end evaluation.

Car Allowance at \$0.49 per km rate

Depending on program growth/needs the 2016 contract may be increased to up to 1500hrs. The successful candidate must be willing to grow with our program needs.

REPORTING TO: Board of Directors (attend monthly board meetings)

START DATE: April 6th, 2015

CLOSING DATE: March 12, 2015

SUBMIT resume and cover letter to: Board Chair, Mission Adopt-A-Block Society, PO Box 3245, Mission, BC, V2V 4J4 or e-mail missionadoptablock@gmail.com

Note: Only those applicants who have been short listed will be contacted.

Preference will be given to Mission Residents