



Baseball Nova Scotia

Position: Technical Assistant

Baseball Nova Scotia is a not-for-profit organisation that provides Nova Scotians with the opportunity to experience the great game of baseball. BNS strives to provide its athletes, coaches, and umpires with a balance of developmental, recreational, and high performance programming.

We are currently looking for a motivated individual to join our office staff for the summer of 2022. The IT/Social Media Coordinator will be an enthusiastic, personable individual that will be responsible for promoting our game throughout the province.

Responsibilities

- Developing and maintaining all BNS social media (Facebook, Twitter, Instagram, etc.)
- Maintenance of BNS website (including news updates, special interest stories, etc.)
- Communicate with members regarding special events, news stories, and any other special interest story that membership may want communicated through our various channels.
- Promotion of all BNS programs, and special events. May include on site participation for National Eliminations, Provincials, special events, etc.
- Assist the Technical Director in the screening of coaches requiring NCCP training
- Prepare NCCP material for facilitators
- Assist the Program Coordinator in the distribution and inventory management of Rally Cap materials
- Participate on site in the delivery of BNS programming and events (Sport Fair, Rally Cap clinic, girls camps, professional development for coaches, etc.)
- Assist office staff in day to day operations of BNS

Qualifications

- Enthusiastic and outgoing individual with a strong work ethic
- Ability to work on a team, as well as an individual
- Comfortable in a high paced environment that requires multitasking
- Communication and organisational skills are essential
- Experienced in using various social media websites (Facebook, Twitter, Instagram, etc.)
- Microsoft office skills (Word, Powerpoint, etc.)
- Pre-existing knowledge of baseball would be seen as a major asset
- Must be under the age of 30 (per Canada Summer Jobs Grant agreement)

Dates: May 9th – September 2nd

Salary: \$13.35/hr for 35 hrs/week