



**TOWN OF THE PAS**  
**REQUIRES**  
**COMMUNITY NEEDS ASSESSMENT COORDINATOR**  
**Two-Year Term Project Position**

The Town of The Pas is looking for an energetic individual to bring positive change to our community through identifying current issues and assessing the strengths, weaknesses, needs and assets towards improving our community and quality of life in our community.

***FUNCTIONS:***

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This overall objective of this position is to carry out a community assessment which will identify and target the effects of crime and challenges in our community and establish a plan on how to move forward with identifying the issues and establishing both short and long term goals as to how to address these issues. This assessment will identify services we can provide to the community and its residents and identify the gaps in services which are needed. The assessment is directed to the needs of the youth and vulnerable in our community of any cultural background and social economic status.

***REQUIRED QUALIFICATIONS:***

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- Class 5 Manitoba Driver's License and access to a vehicle.
- Must relate courteously with the general public and facilitate a positive public image.
- Excellent communication and writing skills are required for submitting statistical information and for report writing
- Self motivated, maintain confidentiality, able to work with minimal supervision
- Satisfactory result from criminal record and vulnerable persons checks

**WAGE RATE:**                      **Salary dependent on experience and qualifications**

**HOURS OF WORK:**              **To be determined**

**Applications will be accepted up to 4:30 pm on October 4<sup>th</sup> , 2019 and should be directed to:**

**Randi Salamanowicz, Chief Administrative Officer**  
[randis@townofthepas.ca](mailto:randis@townofthepas.ca)  
P.O. Box 870, The Pas, MB. R9A 1K8  
Fax: (204) 623-5506  
[www.townofthepas.com](http://www.townofthepas.com)

*This position is open to all applicants in accordance with the Human Rights Legislation of Manitoba*

*We thank all candidates for their interest however only those selected for an interview will be contacted.*