



File Number: 6004-8-70

EMPLOYMENT OPPORTUNITY

Competition #: DEP-17-011

Open to: This Category II position is open to all interested parties.

Deployment Support, Morale and Welfare PSP Manager

PSP Deployment Support

Various Locations – current missions include Kuwait and Latvia

Temporary Full Time Position

Available as a secondment opportunity CAT I unionized

Available as an acting appointment opportunity for non-unionized

The anticipated Term of this position is up to 6 months

A pool of candidates is being established for future deployment

Who We Are:

CFMWS is committed to enhancing the morale and welfare of the military community, ultimately contributing to the operational readiness and effectiveness of the Canadian Armed Forces (CAF). We pride ourselves on being part of the Defence Team. For more information on who we are, please visit us at www.cfmws.com.

Job Summary:

Under the direction of the Senior Manager, the Deployment Support, the Deployment Support, Morale and Welfare PSP Manager oversees the planning, coordinating, managing and the control of the operations and delivery of personnel support programs, including physical fitness, sports, recreation, home leave travel programs, retail operations and special events for deployed operations. She/he ensures programs delivered are relevant to the enhancement of operational performance. She/he advises the Commanding Officer/Senior military officer on PSP Morale and Welfare programs and policies and provides guidance and direction to PSP staff on the delivery of services.

Qualifications:

Bachelor's degree in Business Administration, Commerce, Physical Education, or Recreation, AND some years of management experience in a related field

OR

College diploma or certificate in Business Administration, Commerce, Physical Education or Recreation AND several of management experience in a related field

OR

A demonstration equivalent combination of education, training and/or experience. This includes but is not limited to demonstrated military education, training or experience

AND

Current CPR and Basic First Aid qualifications

Language Requirement: English or French Essential

Experience Requirements:

- In planning, managing, and evaluating the operations and delivery of physical fitness, sports, Home Leave Travel, recreation programs, retail operations, special events and rest and recreation activities
- In providing advice and guidance

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Expires / Date de clôture : 12 January 2018 / 12 janvier 2018



- In managing projects
- In planning, organizing, managing, and evaluation the operations and delivery of travel programs
- In applying policies, procedures, regulations, and applicable legislation
- In preparing and administering tournaments, sporting and recreation events
- In officiating sporting events and/or athletic competitions
- In coaching sports
- In managing facilities
- In retail operations
- In budget administration
- In personnel administration
- In business planning
- In processing and approving claims
- In working in a deployment environment, an asset
- In interacting with travel agencies

Benefits Available:

Competitive Benefits including Dental, Medical, Group Life and LTD, Defined Pension Plan & Savings plans (TFSA, RRSPs), Educational Assistance, Access to a fitness facility and CANEX Privileges.

Salary: \$103,190 – \$115,915 per annum

Allowances will be paid as paid to CAF Personnel on the same deployment on a monthly basis and will be added to the compensation plan eg. (Foreign Service Premiums, Hardship Allowance and/or Risk Allowance). Details will be included in the temporary employment contract for each deployment as applicable to each exercise / mission.

Conditions of Employment:

- Offer of employment will be subject to the successful completion of a health, dental, psychosocial assessment, and successful completion of PSP Deployment Support Training & Selection course scheduled for 2018 and military exercise courses
- Enhanced Reliability (security check)
- The length of employment will vary for each deployment
- Willingness to perform with a non-conventional workweek
- Require to travel outside the country
- Canadian citizenship
- Possess current Canadian passport
- Written test may be administered to assess knowledge, abilities and/or personal suitability
- Position requires heavy lifting, carrying, pulling and/or pushing (i.e. 50 lbs/23 kg or more)
- **In order to deploy, successful candidates from within the CFMWS, will require written referral and authorization from their manager at the time of the application**

Security: Enhanced Reliability

NPF employees must demonstrate the following shared competencies: client service, organizational knowledge, communication, innovation, teamwork and leadership.

Employment Equity: NPF is strongly committed to building a skilled and diverse workforce reflective of Canadian society. Therefore we promote employment equity and encourage candidates to voluntarily self-identify on their



application if they are members of a designated group (i.e. a woman, an Aboriginal person, a person with a disability or a visible minority).

Start Date: TBD

Posting Date: 20 December 2017

Application Deadline: 23:59 hrs Pacific Time on 12 January 2018

Application Submission: Submit resume to NPF HR Office quoting competition # DEP-17-011. Email: recruiting@cfmws.com or online: www.cfmws.com.

We thank all applicants in advance for their interest in this position, however, only those selected for an interview will be contacted.