

EMPLOYMENT OPPORTUNITY



The Confederacy of Mainland Mi'kmaq

Department of Health & Social Services

Physical Activity Program Officer

About The CMM

The Confederacy of Mainland Mi'kmaq (The CMM) is a Tribal Council representing eight Mi'kmaq communities of mainland Nova Scotia. Our mission is to proactively promote and assist Mi'kmaq communities' initiatives towards self-determination and enhancement of community. The CMM is located in the Millbrook Mi'kmaw Community in Nova Scotia and has roughly 200 Employees. The CMM's Department of Health & Social Services is currently looking for a dynamic and wellness-driven candidate to fill the role of **Physical Activity Program Officer**.

Position Overview

Reporting to the **Community Health Programs Manager**, the **Physical Activity Program Officer** will facilitate and support community-based physical activity initiatives across The CMM's member communities. This position is ideal for someone with a strong background in program planning, fitness, physical activity and wellness promotion. In addition to a keen interest in holistic wellness, Mi'kmaw culture, and capacity development.

This position plays a vital role in planning, implementing, and evaluating programs, grant writing and in supporting The CMM's Strategic Plan. The ideal candidate is collaborative, passionate about community wellness, and eager to build sustainable partnerships in the physical activity and recreation spaces.

Key Areas of Responsibility

- Lead the planning, implementation, and evaluation of physical activity and wellness programs across The CMM's eight member and two satellite communities.
- Collaborate with the Sport and Recreation Program Officer and other CMM programs to identify, support, and expand meaningful opportunities for active living and wellness at the community level.
- Support communities in developing community specific physical activity action plans and strategies
- Provide support to community recreation leads (e.g., Mi'kmaw Physical Activity Leaders - MPALs) in program delivery, funding applications, and evaluation efforts.
- Develop and facilitate community-based training, workshops, and wellness initiatives, based on identified needs and priorities.
- Coordinate and administer seasonal programs such as the L'nu Kamakn Ski & Snowboard Program and other physical activity initiatives.
- Recruit and support program mentors, instructors, and volunteers, ensuring culturally relevant and trauma-informed practices.

Position Requirements:

- Post-secondary degree or diploma in Kinesiology/Human Kinetics, Physical and Health Education, Recreation, Sport Management, Health Promotion, or related field; or an equivalent combination of education and experience.
- Background in fitness, recreation, or sport delivery is strongly preferred.
- Experience developing, coordinating, and delivering community wellness or physical activity programs.
- Prior experience working with First Nation/Indigenous communities or organizations is an asset.
- Passion for promoting wellness, physical activity, and Mi'kmaw health and healing.
- Strong program planning, organizational, and time management skills.

- Knowledge of recreation systems in Nova Scotia and familiarity with relevant funding opportunities.
- Proficiency in Microsoft Office Suite and digital communications platforms.
- Strong interpersonal and facilitation skills, with the ability to motivate and support community champions.
- Experience with grant writing, proposal development, and reporting is considered an asset.
- Knowledge and appreciation of Mi'kmaq culture, language, and traditions.
- Experience as a fitness instructor considered an asset.
- Travel throughout Nova Scotia is required.
- Availability to work flexible hours, including evenings and weekends to meet community needs.
- Physically able to participate in community programming (lifting supplies, assisting with equipment, outdoor activities).
- Valid Nova Scotia driver's license, access to reliable transportation.
- Required: Criminal Record Check, Vulnerable Sector Check, and Child Abuse Registry Check.

Why work with us?

The Confederacy of Mainland Mi'kmaq (The CMM) is well known throughout Canada as a professional organization that is committed to providing a pleasant and healthy working environment for all its employees. As an organization, we understand that a great work/life balance is essential to success. As a full-time employee you can expect:

- An atmosphere that is both professional and family oriented.
- Enrollment in the organization's benefits packages on your first day of employment with no waiting period, which includes Health & Dental, and Employee & Family Assistance Program (EFAP).
- Generous amounts of paid time off (Paid Statutory Holidays plus St. Anne's Day and Aboriginal Day, Summer Shutdown (2 weeks), Christmas Shutdown (roughly 2 weeks), plus 1 week of discretionary vacation time (up to 2 weeks with 10 years of service).
- Social Committee, Staff Days, Staff Knowledge Days, etc.

If you would like to join The CMM Family, please see below on how to apply for this position.

Salary/Employment Term:

Salary Range: \$49,071 - \$68,700 per year. This is a Permanent Position (pending successful one-year probationary contract).

Application Deadline: Open Until Filled

Submit Cover Letter AND Resume to:

Human Resources
c/o The Confederacy of Mainland Mi'kmaq
PO Box 1590, Truro, Nova Scotia B2N 5V3
Email: HR@cmmns.com

*We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. **Only those applicants who provide up-to-date CV along with Cover Letter and qualify for interview will be contacted. Applicants MUST provide proof of Canadian Citizenship or Permanent Residency.***