



Employment Opportunity

Manager, Physical Activity Programs

Employment: Contract position, starting in July 2023 until March 31, 2026

Hours: Approximately 28 hours/week, 4 days/week

Location: Virtual (with in-person meetings in the Lower Mainland)

Wage Range: \$70,000 - \$85,000 annually, depending on experience

About the BC Alliance for Healthy Living Society (BCAHL)

The BC Alliance for Healthy Living is a registered not for profit society that promotes healthy living to prevent chronic disease by mobilizing leading health organizations to collaborate on health policy and programs. The BC Alliance for Healthy Living is an alliance in the truest sense – the leaders of some of the province’s largest and most influential health organizations make up the representatives that govern BCAHL and determine strategic priorities and directions.

BCAHL advances healthy public policies, programs and environments that support the physical and mental well-being of British Columbians. As a health promotion group, we work with government on our shared health goals and advocate for policies that promote wellness and prevent chronic disease.

Since 2015, BCAHL has worked alongside the Ministry of Health to support the [B.C. Physical Activity Strategy: Active People, Active Places](#). As part of this work, BCAHL convenes and provides operational support to the Physical Activity for Health Collaborative (PAHC) which is comprised of leaders in physical activity from sport, recreation, health and academia. On behalf of PAHC, BCAHL developed and hosts the [EverybodyMoves Resource Hub](#) and has engaged stakeholders from across BC to learn what is needed to create more inclusive physical activity programs and facilities to get more people moving.

To learn more about BCAHL please visit www.bchealthyliving.ca

Position Overview:

BCAHL is looking for a dynamic program manager with a passion for health and wellness who is an organized self-starter and keen to lead a new physical activity program geared to children and parents.

The program manager will work closely with the Executive Director in the development and implementation of a new physical activity program and support other initiatives including the Physical Activity for Health Collaborative. The successful applicant will have exceptional interpersonal and communication skills as well as project management experience.

This position requires someone who has strong social skills and can build connections with partners and the community. We are looking for an individual who is friendly and empathetic to the challenges faced by families, schools and communities but is able to win people over and support their participation in the program. The ideal candidate will have successfully implemented an initiative spanning multiple, diverse communities, preferably at the provincial level, and have a solid understanding of how to scale-up a program using insights gained from pilot testing.

Program Manager

We are a small, busy and multi-tasking staff team who work remotely. It is essential that the candidate is able to work virtually from their own office and is comfortable working independently but can meet in-person on a regular basis in the Vancouver area. We are looking for a team member who is a self-starter but able to take direction and collaborate with others. Flexibility is necessary to manage multiple priorities and respond to emerging issues and a sense of humour is essential.

Required skills and knowledge

- A university degree or equivalent in kinesiology, public health or social sciences.
- Knowledge of the principles of health promotion, chronic disease prevention, physical literacy and health equity.
- At least 5 years in a Project/Program Manager position – with experience establishing and maintaining effective partnerships and relationships with stakeholders and vendors/suppliers, creating workplans, ensuring project milestones are met, tracking key deliverables, reporting on progress and associated administrative functions.
- Experience managing programs for children and families or working in school settings or with Parent Advisory Councils.
- Confidence in speaking and presentation and adept interpersonal skills. Tact and good judgment required.
- Familiarity developing program communications to engage a target audience with clear and succinct writing.
- Ability to collect metrics and use analytics to measure the success of campaigns or projects.
- Understanding of how to engage and motivate volunteers and how to work with an advisory committee to inform project development and delivery.
- Demonstrated ability to show initiative and ingenuity.

The following skills would be considered additional assets in this role:

- Experience setting up pilots or prototypes to test or evaluate project concepts.
- Experience working with multi-agency and or/ multi-sectoral coalitions on collective action initiatives.
- Government relations experience.

Compensation

Salary is negotiable within the range based on experience. Benefits include extended health and paid vacation days plus time off when the office is closed during winter break – December 22 to January 2.

Application Information:

Interested candidates should submit a resume and cover letter outlining their relevant experience and interest in the position to BC Alliance for Healthy Living Society by email to: info@bchealthyliving.ca

Application deadline is Sunday, June 18, 2023. Only candidates selected for further consideration will be contacted. We thank all applicants for their interest.

BCAHL values diversity and believes our communities are healthier when everyone is included and given the opportunity to thrive. We welcome anyone with the requisite qualifications to apply.