



Job Posting - Community Centre Facilitator

General Council of Winnipeg Community Centres

The General Council of Winnipeg Community Centres (GCWCC) serves as the central resource for all City of Winnipeg Community Centres. GCWCC supports cooperation and communication among volunteer boards, community centres, and City administration.

Our Vision: A strong, connected, and sustainable community centre system that supports vibrant communities across Winnipeg.

Our Mission: GCWCC provides leadership, advocacy, and support to strengthen Winnipeg's community centre system, helping boards, staff, and volunteers sustain vibrant, inclusive spaces for the communities they serve.

Community Centres' purpose is to provide a wide range of recreational and leisure activities for people of all ages by managing and operating their facilities and grounds.

Community Centre Facilitator

Who You Are

The ideal candidate is a proactive and collaborative leader who thrives in a community-focused environment. You are skilled at building strong relationships with diverse groups, navigating complex projects, and adapting to changing needs. Your background in recreation, project management, or community development equips you to balance day-to-day operations with long-term planning. You communicate with clarity, approach challenges with creativity, and are committed to supporting the success of Winnipeg's community centres. Above all, you are passionate about fostering inclusive, vibrant spaces where all community members feel welcome and engaged.

Duties

Reporting to the GCWCC Executive Director and working as part of a team, the **Community Centre Facilitator** collaborates with Winnipeg Community Centres and the City of Winnipeg Administration on a range of projects, including renovation grants, feasibility studies, capital projects, general maintenance, and operational initiatives. The Facilitator supports community centre managers by ensuring they have the resources and guidance needed to operate effectively and meet accountability requirements.

Key responsibilities include:

- Manage and track a variety of projects and other special projects as assigned.
- Receive, review, and provide guidance on project requests and renovation grants from Centres.
- Build and maintain relationships with key stakeholders.
- Support Community Centres with operational issues.
- Facilitate Community Centre Steering Committees.



2703A-83 Garry Street

- Provide operational oversight of centres assigned to GCWCC.
- Collect and compile data and reports as required.
- Organize and lead workshops or meetings with Community Centre staff and managers.
- Understand and provide support for GCWCC's various offerings.
- Perform other related duties as assigned to meet the needs of the business.

Conditions of Employment:

- Must be legally entitled to work in Canada
- Must have the ability to work evenings and weekends as required.
- Have access to a car and hold a valid Class 5 driver's license

Qualifications:

- Education: A degree or diploma in recreation management, social work, education, or a related discipline.
- Experience: 1-2 years of experience in community mobilization, group facilitation, or non-profit/social services.
- Interpersonal Skills: Empathy, active listening, and proven ability to mediate conflicts or behavioural issues.
- Organization: Time-management skills to juggle multiple events and administrative duties.

Job Type: Full-time, permanent, 37.5 hours per week.

Salary Range: \$58,000-\$64,000

- **Benefits:** Health/Dental, Life Insurance
- Indoor parking
- Mileage Reimbursement
- Work from our office; some flexibility available
- Office Closed over the December Holidays
- Vacation starting at 3 weeks.

To apply, please submit your resume and cover letter to admin@gcwcc.mb.ca by June 26, 2026. Only those selected for an interview will be contacted.

Application Deadline: June 26, 2026

Expected start date: July 20, 2026