

POSITION DESCRIPTION –

THE DIRECTOR OF CARNIVALS AND SPECIAL EVENTS

Be responsible to the Board for all matters involving Carnivals & Special Events.

Events include any Carnivals, Hockey 8's and any other Special Events that may arise

Manage budget provided for portfolio.

Prepare and submit to the Director of Finance by the 31st August in each year a Carnivals & Special Events budget for the following year.

Carry out all duties as directed by the Board.