



Fédération Internationale de Va'a (FIV)
INTERNATIONAL VA'A FEDERATION (IVF)
355 SHEFFIELD CT
SAN JOSE CA 95125 USA
www.ivfiv.org

20 June 2019

Dear International Va'a Federation Member,

The International Va'a Federation has undertaken to contract a part time administrator for the organisation. This is in keeping with outcomes set in our strategic plan and will greatly enhance the operating capacity of the International Federation with a view further develop, promote and achieve our initiatives and strategic outcomes and ultimately positively impact the sport of Va'a.

The following advertisement will be put on our website and social media. Please feel free to circulate it within your membership.

Should you have any questions please do not hesitate to contact me.

Sincerely,

Lara Collins
President
International Va'a Federation
lara@ivfiv.org
+64275484612 (NZ)



Advertisement for part time International Va'a Federation Administration Contract

The International Va'a Federation is currently seeking applicants for a part time Administrator.

Please review the full Job Descriptions attached

The role is designed for approximately 10 hours per week with some flexibility of hours required along with travel to international events and at least one Annual General meeting per year.

The successful applicant would ideally be able to start in time for the IVF World Distance Championship in August 2019

Applications should be sent the Secretary of the International Va'a Federation secretary@ivfiv.org by **15th July**
Please use the application form provided and provide a resume'/CV or relevant documentation that supports your application

16th to 20th July – IVF Executive will review applications, short list and arrange interviews.

1st August – Appointment, with induction taking place in Australia at World Distance Championship.