

EVENT CO-ORDINATOR

Temporary Canada Summer Jobs Position

35 hours/week (Tues to Sat.) for 8 weeks starting mid-May

\$16.50/hour

Waterdown Village is a busy, vibrant downtown business area where engaged entrepreneurs, residents and visitors work, live, play and build community.

We're looking for an energetic team player to help us plan and execute the weekly Waterdown Farmers' Market and other community events.

Does this sound like you?

- This job is funded through the Government of Canada's Canada Summer Jobs program to create quality summer work experience for young people - **Eligible applicants must be aged 15 to 30**
- Good with details, people, words, and big ideas
- Enjoy working in a fast-paced environment tackling execution checklists one minute and set-up and teardown duties the next
- Strong on a computer (Microsoft Office Suite)
- A creative thinker excited to support content creation and promotional activities
- Not afraid to ask questions and get your hands dirty
- A proactive, self starter; able to see things that need to get done and do them
- Able to work Saturdays for most of the summer (starting as early as 6:30 AM on Saturdays), as well the occasional evening shift
- Must be able to lift items of at least 35 pounds
- CPR training, photography skills and experience working with social media scheduling are not necessary but definite assets.

What you will gain in working with the Waterdown Village BIA:

- Learn more about our local business and agricultural partners and what goes into running successful events
- An opportunity to network with the community, businesses, and other volunteers

How to Apply:

Send your resume and cover letter starting with 5 reasons we should hire you for this position to info@waterdownvillage.ca

The Waterdown Village Business Improvement Area (BIA) cultivates a diverse, inclusive and respectful workplace. The BIA is an equal opportunity employer. We welcome applications from all interested parties. If you are a person with a disability and have a question or require assistance with the application process, please email info@waterdownvillage.ca or call (289) 260-1261.

