



Digital Engagement Coordinator

Nanaimo-Ladysmith

13 weeks (Nov 30th desired start date): 18.5 hours/week

\$16/hour

Virtually Based (work from home)

*The **Canadian Freshwater Alliance**, a project on MakeWay's shared platform, is a national initiative that builds, connects and supports freshwater guardians across Canada. We work with environmental groups, governments, the public and businesses to strengthen citizen engagement and participation in the protection of our lakes and rivers.*

***MakeWay** is a national charity and public foundation with a goal to enable nature and communities to thrive together. We do this by building partnerships, providing solutions, grants, and services for the charitable sector across the country.*

Position Summary: Our Digital Engagement Coordinator will be responsible for supporting the coordination of digital outreach for online events and event logistics for the Freshwater Alliance. Digital Events will celebrate the connection of our communities with our lakes, rivers and waterways and will be designed to increase public narratives, strengthen community engagement and raise awareness on water challenges affecting BC communities.

Responsibilities:

- Organize and lead in digital community outreach efforts for the Our Water BC initiative and the CodeBlue BC Campaign, including:
 - Support the organizing of 3 local digital events and activities (ie. online local town halls, film screenings, community conversations, etc).
 - Attend other online regional and national events as needed
- Support initiative communications, including:
 - Produce compelling social media posts on a weekly basis
 - Contribute a minimum of 2 blog posts
 - Contribute to monthly initiative e-blasts
 - Support the development of outreach materials
- Participate in regular team meetings.
- Data management
- Support admin duties as required

Requirements:

The Government of Canada funded this job through the [Canada Summer Jobs program](#). You must be aged between 15 and 30 and be legally entitled to work in Canada. International students are not eligible. [Learn more.](#)

Qualifications:

- An understanding of, and enthusiasm for protecting the health of the region's freshwater
- Experience with community volunteerism, engagement and outreach activities
- Experience in online event organization and public engagement
- Willingness to communicate with residents of British Columbia on issues of freshwater health
- Strong oral and written communication skills, including social media tools and use of basic computer programs
- Excellent interpersonal and teamwork skills
- Bonus skills - storytelling, videography, photography, graphic design

The Canadian Freshwater Alliance is working to build a more diverse team that more accurately and equitably reflects the constituencies we serve. To that end, we will be prioritizing candidates from BIPOC communities, candidates of diverse gender identities and abilities. If you would like to be considered for employment equity, please indicate this in your covering letter. You can include as much as or as little information as you would like.

How to Apply:

Please send your resume and cover letter to danielle@freshwateralliance.ca by **Nov 20th, 2020** and include "BC Digital Engagement Coordinator" in the subject line. Let us know how you found out about the position in your cover letter.

As a Project on MakeWay's shared platform, the selected candidate will be an employee of MakeWay.

For more information about the Canadian Freshwater Alliance and MakeWay, please visit:

www.freshwateralliance.ca / <https://makeway.org/solutions/shared-platform/>

MakeWay is strongly committed to creating a diverse workplace environment. We are proud to be an equal opportunity employer. We will provide accommodation during all steps of the hiring process, upon request, to applicants with disabilities.

Our sincere appreciation to all those expressing an interest in the position, however, only those applicants invited for an interview will be contacted. No phone calls or recruiters please.