



# EMPLOYMENT OPPORTUNITY

## Conservation Corps NL

(Location: St. John's)



### Position Title: Program Assistant - Communications

**POSITION DESCRIPTION:** The successful applicant will provide support for CCNL's ongoing education, outreach and communications initiatives. The Program Assistant - Communications will create communications content for CCNL's programs, including written web and social media content; graphic design for social media, web and print materials; and videography materials. The youth employee will assist in supporting CCNL's summer youth employment programs by collecting video and photographs and writing press releases to highlight the outstanding environmental and cultural work being undertaken. The successful applicant will also assist in organizing and managing CCNL's digital content, including photos, videography, and Google Drive materials, and providing support to related activities as needed. *Successful applicants will be required to participate in Occupational Health and Safety (OH&S) training and follow all OH&S regulations as well as all other policies of CCNL.*

#### DETAILS

- ❖ Position is for **8 week from June 21, 2021**
- ❖ Rate of pay: **\$13.65/hr for 35 hours per week**

#### QUALIFICATIONS

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| <ul style="list-style-type: none"><li><input checked="" type="checkbox"/> Applicants must be between the ages of 15-30</li><li><input type="checkbox"/> Applicants must legally be allowed to work in Canada</li><li><input type="checkbox"/> Applicants must be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act</li></ul> | <ul style="list-style-type: none"><li><input type="checkbox"/> Interest in Communications, Heritage/Folklore, Environmental Conservation, the nonprofit sector, or a related field.</li><li><input type="checkbox"/> Familiarity with video or photography an asset.</li></ul> |
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#### ADDITIONAL CONSIDERATIONS

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| <ul style="list-style-type: none"><li>▪ Work from home may be required pursuant to Covid 19 public health guidelines.</li></ul> | <ul style="list-style-type: none"><li>▪ Occasional evening and weekend work may be required</li><li>▪ <u>This position is funded by Canada Summer Jobs</u></li></ul> |
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#### APPLICATION INFORMATION

SUBMIT A RESUME, COVER LETTER AND 3 REFERENCES TO ONE OF THE FOLLOWING:

- Email: [applications@ccnl.ca](mailto:applications@ccnl.ca)
- Mail: Suite 100, 10 Austin St, St. John's, NL, A1B 4C2
- FAX: 709-729-7279

**DEADLINE FOR APPLICATIONS IS:**  
**May 21, 2021**

For more information please go to [www.ccnl.ca](http://www.ccnl.ca) or contact Megan Stuckless at [mstuckless@ccnl.ca](mailto:mstuckless@ccnl.ca)