



Community Events/Programming Assistant

If you are passionate about the Fundy region, love to celebrate all it has to offer and thrive in a team setting - we want to hear from you!

Responsibilities include:

- Be a kind and fun loving addition to our event planning crew.
- Work with our partners and community members to make every event great!
- Plan and coordinate educational workshops connecting people with nature.
- Being a Fundy Ambassador!
- Follow health and safety policies, guidelines and procedures.

What makes you a great fit for the Community Events/Programming Assistant?

- Helping folks discover something new about the Fundy region.
- You are comfortable engaging folks as part of a team and on your own.
- You enjoy planning and working independently, as well as being part of a team.
- You have the awesome ability to remain cool, keep smilin' and deliver under pressure.

Work Environment:

- Our Community Events crew can be spotted in communities throughout the region.
- Depending on the day, we sit, stand, lift and/or walk for extended periods of time.
- Supporting our partners means we work weekends and occasional evenings to make it all happen.

Qualifications:

- You are ideally a full-time post secondary student returning to school in the fall.
- You are a people person and connect with folks easily.
- Your ability to speak both official languages is an asset.
- You are creative, organized and all about the details.
- You have a valid Class 5 license and access to a reliable vehicle with the appropriate insurance.

Compensation:

- Position \$17.00/hr
- 30% discount at the Outpost Gift Shops
- Season pass to Fundy National Park
- \$200 season completion bonus (after Labour Day weekend)
- Assistance in securing accommodation if required

To apply: Send your resume to office@friendsoffundy.ca

The Friends of Fundy is a non-profit charitable organization that exists to enhance public awareness and appreciation of the cultural and natural heritage of Fundy National Park and increase engagement in the surrounding area - the Rural Upper Bay of Fundy Region. As the official 'Friends' of Fundy National Park, we support meaningful visitor experiences that contribute to the region's conservation, preservation and community development goals. We work closely with our partners on a variety of events and initiatives that support residents, businesses, and visitors to engage with the amazing natural, cultural, and historic attributes of the area. We operate three gift shop locations: Outpost East & Outpost West at the two entries of Fundy National Park and Outpost Alma on Main St. in the Village. The shops host one of New Brunswick's largest selections of nature books as well as locally crafted jewelry, art, natural products and a fine assortment of games, puzzles, souvenirs, and official Fundy National Park merchandise.

The Friends of Fundy is an equal opportunity employer.