



JOB POSTING

Education/Outreach Assistant (1)

LOCATION: Sussex, NB
TERMS: Seasonal, full time, with possibility of extension

ANTICIPATED START DATE:
May 13, 2024

SALARY: \$16.00/hr

EDUCATION: College, or university.

JOB SKILLS: Strong written and oral communication skills
Experience with MS Teams and MS programs
Excellent scheduling and organizational skills
Website development and social media skills
Comfortable in an informal or formal presentation or meeting
Work well as part of a team

JOB DESCRIPTION: Working as part of KWRC communications team you will assist our Education Outreach Coordinator (EOC) in developing strong educational tools, programs, and messages that help us meet our project deliverables. You will be responsible for organizing and promoting in-person and/or virtual public engagement events. You will have the chance to get creative in assisting the EOC with developing social media content. As part of the KWRC team you will possess strong communication skills and have a strong desire to build a sustainable community.

CONDITIONS OF EMPLOYMENT: Contract position for 40 hours per week for 10 weeks with possible extension

APPLY VIA E-MAIL: ben.whalen@kennebecasisriver.org