

Neighbour to Neighbour Centre is currently recruiting for:

1 Creative Assistant for the Development Department

NOTE: Position is fully dependent on confirmation of Service Canada, Canada Summer Jobs funding expected in May 2019.

Contract position –16 weeks to be confirmed

Approximate timeline: May-August to be confirmed

Neighbour to Neighbour Centre's Development Department is looking to recruit one summer student in assisting with social media content, N2N website, digital media, interviewing and various types of research. Demonstrated experience using a variety of graphic design platforms such as Adobe, Canva and Easel.ly. Photography skills are an asset, as is a second language. Candidate will also be asked to help with Neighbour to Neighbour events throughout the duration of their contract.

Candidates must share Neighbour to Neighbour Centre's Mission, Vision & Values. They must be self-motivated, willing to accept direction, and have a good work ethic.

Core Competencies

- Integrity
- Excellence
- Respect
- Can work both independently and within a team dynamic
- Commitment to Diversity, Equality & Inclusion
- Problem-Solving skills
- Oral Communication
- Privacy & Confidentiality
- Flexibility
- Multitasking

To be eligible, students must:

- be between 18 and 30 years of age at the start of the employment;
- have been registered as a full-time student in the previous academic year and intend to return to school on a full-time basis in the next academic year;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*³; and,
- be legally entitled to work in Canada in accordance with relevant provincial/territorial legislation and regulations.

Respond by e-mail with Cover Letter & Resume to Shane Morin-Farraway by email to resumes@n2ncentre.com by April 18th, 2019. Please put "Development & Your Name" on the subject line. No generic applications will be considered.