

## **Climate Change Awareness Coordinator**

**Town of Sackville**  
**May-August**  
**35 hours per week**  
**\$14.00/hour**

Reporting to [Town of Sackville](#) Manager of Recreation Programs & Events and Senior Manager of Corporate Projects, the Climate Change Awareness Coordinator is responsible for the planning, delivery and evaluation of various Climate Change related events and activities, cumulating with the Sackville Street Chalk Festival in late August.

### **Tasks include:**

Plan, deliver and evaluate various Climate Change Awareness events and activities by:

- Working closely with the Town of Sackville and developing meaningful partnerships with other groups in Sackville.
- Coordinating a schedule of events with other not-for-profit organization in Sackville.
- Contacting chalk artists, musical acts, workshop facilitators, etc.
- Developing and circulating marketing material, including social media, to promote the various activities and climate change awareness.
- Evaluating current Town of Sackville programs and events using a climate change lens.
- Effectively maintaining a budget and record of expenses.
- Attending evening meetings and weekend events when required.
- Respond to public inquiries regarding the events when applicable.
- Other duties as assigned by the Manager.

### **Qualifications:**

- Currently enrolled in Mount Allison University as a fulltime student
- Strong organizational skills.
- Be analytical, attentive to detail with a willingness to be adaptable to various challenges.
- Excellent interpersonal and communication (written / oral) skills.
- Possession of a valid driver's license and availability of a reliable vehicle
- Proficiency in both French and English would be considered an asset

To apply, please submit a targeted cover letter and resume (as one pdf document) to [careers@mta.ca](mailto:careers@mta.ca) by *January 31, 2020*.