

Job Opportunity (full-time summer employment)

Community Outreach Coordinator

Accountable to the Station Manager, the Community Outreach Coordinator works as part of a team and is expected to be involved in an array of the station's operations with a focus on attracting new volunteers, supervising youth, and organizing/representing CICK at various community events that include music festivals, volunteer appreciation, in-studio music performances and more.

Tasks and Responsibilities

- Work with the Station Manager to increase programming (with a focus on minority and multiculturalism) on CICK through outreach, programmer training, library workshops, and community partnership
- Act as station liaison by conducting tours of our studios (100 year old train car), organizing fun events open to the public that include music related movie nights and other outreach ideas
- Digitize music library and review new material arriving in the station
- Audio production of on-air station messages like volunteer show promos
- Act as an ambassador on behalf of CICK (with a focus on multicultural) at our various local music festivals, farmers market, and other events.
- Mentor and supervise 1 summer youth news intern.
- Other duties as required

Qualification

- The ideal candidate will be motivated, organized detail-oriented and capable of working independently. S/he will have skills, experience or interest in broadcasting, sound engineering, journalism, volunteer coordination and an interest in music.
- have good computer skills
- excellent written, oral communication and organizational skills
- experience working with youth an asset
- be between 15 and 30 years of age
- have been registered as full-time students 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
- legally entitled to work in Canada

Compensation

This job is for 10 weeks, 40 hours/week, with a wage of \$11.25/hour and an anticipated start date of June 22, 2015. The position will run until Aug 31. Smithers Community Radio is an equal opportunity employer that encourages applicants from underrepresented groups. Only those selected for interview will be contacted.

Send resume and cover letter to:

Smithers Community Radio, attn. Station Manager, po box 834, Smithers BC, V0J 2N0 or email glen@smithersradio.com

Deadline June 15th, 2015