



Sharing Cars on the Coast.  
Affordable. Convenient. Greener.

## Summer Employment Opportunity

Coast Car Co-Op is the Sunshine Coast's carshare, with a fleet of vehicles providing an affordable and sustainable transportation option to our members.

We are seeking a Marketing Assistant to help with promotion and membership engagement over the summer.

### Roles and responsibilities:

- Special event planning and support
- Social media and web site updates
- Prepare promotional media and marketing strategy
- Create a social media strategy
- Fundraising Support
- Creation of an orientation video
- Community engagement and outreach
- Operations support and customer interaction as required

### Job requirements:

- Outgoing and self-starting - bring your energy and ideas!
- Excellent verbal and written English communication skills
- Computer literate
- Experience dealing with the public is an asset
- Experience with digital media creation (photos, video) is an asset
- Applicants must meet qualifications for the Canada Summer Jobs program:
  - Between 15 and 30 years of age
  - Full time student at a secondary, post-secondary, or vocational school
  - Returning to school in the Fall
  - Canadian citizen, permanent resident or qualified refugee
  - Legally employable in British Columbia

This is a part-time position funded for 30 hours per week over 8 weeks, with a flexible schedule. Some occasional weekend work may be required. Wage is \$14/hour for candidates with the desired skill and experience.

Applicants should send a cover letter and résumé outlining skills, experience, and interest in the job to [info@coastcarco-op.ca](mailto:info@coastcarco-op.ca) by end-of-day Friday May 18th 2018. Please note that only applicants selected for an interview will be contacted.

Coast Car Co-Op is an equal opportunity employer.

P.O. Box 103  
Gibsons, BC, V0N 1V0

**778.374.3092**

[info@coastcarco-op.ca](mailto:info@coastcarco-op.ca)  
[www.coastcarco-op.ca](http://www.coastcarco-op.ca)

