



1100 Chestnut Street Vancouver British Columbia V6J 3J9

## JOB OPPORTUNITY

**Position:** Marketing Assistant – Full Time  
**Period of Employment:** May 30, 2022 to August 19, 2022  
**Department:** Marketing  
**Reports To:** Marketing Coordinator  
**Rate of Pay:** \$15.65 per hour, plus 8% in lieu of vacation & statutory holiday pay  
**Posting Date:** Monday April 4, 2021  
**Closing Date:** Monday, April 18, 2021

### Nature of Position

Reporting to the Marketing and Communications Coordinator, the Assistant will provide marketing support, primarily focused on planning, developing and implementing a social media strategy. Additionally, they will support other marketing initiatives to promote the H.R. MacMillan Space Centre.

### Qualifications

- Completed at least one year of university or college – marketing or communications programs preferred
- Excellent written and verbal communication skills
- Strong organization skills
- Outgoing and enthusiastic personality
- Supportive team player
- Experience with Microsoft Office applications
- Comfortable participating in social media dialogue - especially Facebook and Twitter
- Some experience creating, administering and tabulating surveys an asset
- Fluent in English

**This is a grant-funded student employment position.**

**Applications are welcomed from students facing barriers to the labour market, such as Indigenous Peoples, people from visible minorities, and those with disabilities.**

### Candidates must be:

- registered as a full-time student with the intent of returning to school in the fall
- a Canadian citizen or permanent resident
- legally entitled to work in Canada

Submit a resume and cover letter **no later than 5:00 pm Monday, April 18, 2021** by email to the Director of Human Resources: [careers@spacecentre.ca](mailto:careers@spacecentre.ca)  
Only those selected for an interview will be contacted.