



JOB POSTING – Canada 150 Celebrations Communications Specialist – Summer Student Job (30h/week, \$12.50/h- 13 weeks)

Are you passionate about using your technology, design, communication and story telling skills in a meaningful way to make a difference in our community? Meals on Wheels is seeking a Canada 150 Celebrations Communications Specialist for a summer student position.

This role will be key in building on the contents of the Meals on Wheels London website, and social media, marketing, communications and technology in line with our strategy for Meals on Wheels London. The position will involve creative development of on-line and print promotion materials that spread the message and tell the story of Meals on Wheels London to our community. This staff position will arrange to be present at many Canada 150 events in our city highlighting the history, services, opportunities and future of Meals on Wheels London. The successful candidate will help to gather stories of our clients, volunteers, staff and community members that tell of the important role that Meals on Wheels plays in our community. Other responsibilities will be to support general marketing and community engagement opportunities, assist in rolling out Meals on Wheels New Branding and pursuing innovative ways to let potential clients and families know of our programs and services.

The ideal candidate will have the following skills:

- Excellent Communication Skills
- Public Speaking ability
- Excellent organizational, networking, and coordinating skills
- Create brochures/ publications for on-line print purposes (graphic design)
- Above average written and verbal communication skills
- Social Media knowledge and appropriate use.
- Photography or Video making skills are an asset
- Marketing and Community Engagement
- Ability to speak both official languages would be an asset

Students with a background in the arts, health promotion, human services, graphic design, communications, public relations, community development or other information technology or media studies may be most interested in this position.

This position is part of the Canada Summer Jobs program and as such must be eligible for this position as per their requirements;

- be between 15 and 30 years of age at the start of the employment;
- 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

Please visit the meals on Wheels Website at www.meals-on-wheels.ca to learn more about our organization. Please apply by May 12 to info@meals-on-wheels.ca

Note: We appreciate all applications however only those selected for an interview will be contacted.