

Job Title: Westside Community Food Market Coordinator

Organization: SPEC – Society Promoting Environmental Conservation

Founded in 1969, The Society Promoting Environmental Conservation (SPEC) is a non-profit charitable organization that develops and implements practical solutions for urban sustainability. Areas of work include local food security, zero waste, energy conservation and protection of local land and water resources. Visit www.spec.bc.ca for more information on SPEC's programs and initiatives.

Work tasks and responsibilities:

The Westside Community Food Market Coordinator will work to increase the impact of the Market in the community by:

- Managing the operations of the market with support from SPEC staff.
- Helping to recruit and manage a team of volunteers;
- Helping to recruit and manage local experts that will deliver workshops and information sessions at the market
- Helping with logistics and administration including market set up and take down
- Promoting the market to the broader community
- Assisting vendors
- Developing innovative ideas to attract more visitors to the market

Additional Activities:

- The intern might be asked to provide support to other SPEC projects as needed such as help with the Cambie Communal Garden or the Climate Action Fair.

The **Westside Community Food Market** (<http://spec.bc.ca/westside-community-food-market>) is a weekly market in the community of Kitsilano that aims to build the local food movement by: i) Creating additional avenues for local food producers to connect with local food eaters, ii) Increasing access to healthy and sustainably produced food for lower income and marginalized community groups through a coupon program, and iii) raising awareness about the benefits for human health and the environment of producing and consuming sustainably and organically produced food. The market has operated for the last nine summers in partnership with Kitsilano Neighbourhood House. The intern will assist with marketing, vendor and consumer engagement, outreach and communication. There is a strong need to focus on the market's major challenge which is to bring more customers to the market and the market's overall financial sustainability.

For an individual looking to work in Vancouver's environmental and community development non-profit communities or within the field of urban agriculture this will be an invaluable opportunity for networking and skill building.

Eligibility

This position is funded by a Canada Summer Jobs grant. To be eligible, the individual must:

- be between 15 and 30 years of age (inclusive) at the start of the employment
- be a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act*;
- be legally entitled to work in Canada in accordance with relevant provincial/territorial legislation and regulations.

*International students are not eligible. Recent immigrants are eligible if they are Canadian Citizens or permanent residents.

Skills and Qualifications:

- Volunteer management experience
- Outreach and or engagement experience
- Computer proficiency including use of Microsoft office or similar, and social media platforms
- Capable of heavy lifting including tables, tents and signage
- Interest in urban agriculture and environmental conservation
- Graphic design skills are an asset.

Hours and Wage

30 hours a week at \$15/hour, starting June 10, 2018 and running until August 30, 2018 (12 weeks).

To apply, please send your resume and cover letter to admin@spec.bc.ca by May 15.