



ENGAGEMENT LEADER

The Red River North Region is filled with history, heritage sites, and unique attractions.

We are looking for an outgoing and enthusiastic individual who is eager to share information with the public and assist the Tourism Coordinator with a variety of tourism related activities.

As part of a small team, you will work at various locations within Selkirk, St. Andrews, and St. Clements, as well as at home. The hours are a flexible 30-35 hours per week from June 3rd through September 2nd and will include evenings or weekends as determined by activities, generally scheduled in advance. The rate is \$17.30/hour.

Responsibilities & Duties may include:

- Assisting the Tourism Coordinator with the planning, preparation and delivery of tourism related activities
- Assisting with the supervision and direction of a junior student and volunteers
- Sharing information with the public at events such as markets, festivals, and other educational programs
- Conducting tours of local sites and attractions; preparing tour materials; training others in tour delivery
- Communicating with local business owners on RRNT activities
- Assisting with the collection of event information from area organizations for use on the web site and in social media
- Taking pictures and writing copy that may be used for promotion of the region
- Updating public information
- Research for program preparation
- Assisting with the coordination of other tourism activities and projects as they arise

This is not a routine position. The work is varied and the ability to take initiative is important.

If you are:

- Returning to university in September
- Organized
- Have strong interpersonal and customer service skills
- Posses excellent oral and written communication skills or previous experience in communicating with the public, events, or leadership
- Have access to a computer and know how to use it (Word, Excel, Google docs, etc.)
- Have basic photography skills and a cellphone or camera that can take good quality photos
- Have a valid drivers license and access to a vehicle

This job may be for you!

Send your cover letter and resume to: secretary@redrivernorthtourism.com by May 10th.