



## Creative Pictou County

**Mailing:**

P.O. Box 1498

Pictou PO, NS, B0K 1H0

**Studio/Office:**

99 Water Street, Pictou

carissa@creativepictoucounty.com

[creativepictoucounty.com](http://creativepictoucounty.com)

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### **Marketing and Communications Coordinator**

Start Date: Between June 23-July 7 (to be determined by funding confirmation)

End Date August 29

Salary: \$15.20

Hours: 30 hours a week

This position is funded through the Canada Summer Jobs Program, eligible candidates must be 30 years of age or younger at the start time for this position.

Creative Pictou County is seeking a Marketing and Communications Coordinator for the summer of 2025.

The key role of the Marketing and Communications Coordinator is to promote Creative Pictou County and the artists found on the online directory. You will be assisting artists in creating their profiles online, collecting bio's and taking photographs of their works as needed. And helping artists to document their participation in various events around Pictou County such as markets and exhibitions.

The ideal candidate is a marketing, communications or arts student, passionate about the arts environment and about community engagement. They are also creative and open to working with people from multiple backgrounds and experiences.

### **Job Responsibilities**

- Creating and scheduling social media posts
- Assisting artists in completing their directory profile on the Creative Pictou County website
- supporting the organization of events
- taking photos and interviewing participants of events
- creating, editing and posting videos
- managing communication with members
- working with the Board Members and staff on a variety of projects

### **Candidate Requirements:**

- Basic knowledge of design tools like Canva or Photoshop
- Basic knowledge of editing softwares like iMovie or similar
- Basic photography skills



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- Excellent writing skills
- Excellent understanding of creating dynamic social media content that will highlight local artists and events
- Excellent interpersonal skills
- Ability to work under small supervision and results driven
- Access to a laptop

To apply, please send a resume and cover letter to [carissa@creativepictoucounty.com](mailto:carissa@creativepictoucounty.com) by April 18. This position is funded through Canada Summer Jobs for youth under 30, enrolment in a post secondary institution is not a requirement.