

Environmental Events Coordinator

The Black Creek Conservation Project (BCCP) of Toronto works in close cooperation with a variety of funders and partners to restore the ecological health and functioning of the Black Creek ecosystem. We are currently searching for an enthusiastic Environmental Events Coordinator to work closely with our Program Coordinator to develop and implement environmental restoration events with community members.

Responsibilities:

- Working closely with the Program Coordinator and the Community Engagement Communications Coordinator, develop activities and events in which community members can
 - Participate
 - Assist
 - Take the lead on
- Implement the planned activities and events
- Develop and implement a plan to maximize engagement of community members at the events and activities
- Assist the Program Coordinator in building the skills and confidence of community members to take the lead on projects of their own in the Black Creek watershed

Requirements/Skills

- Event planning skills required
- Strong organization skills required
- Strong verbal communication skills required, including giving direction to groups
- Experience working as part of a volunteer and staff team
- Experience working with grass-roots community-based organizations is an asset
- Knowledge of environmental issues
- Experience in environmental restoration an asset
- Access to a computer, internet and phone

Benefits

- Gain practical experience in environmental restoration, environmental event planning, public engagement and program development
- A chance to be part of an exciting and important environmental project in Toronto
- Make a real difference in the operation of the BCCP and the work that we do
- Meet people with similar interests and passions

Commitment:

- Approximately 3-4 hours per week
- Flexible schedule with some daytime, evening, weekend availability required
- Minimum commitment of 6 months required

Please contact
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Coordinator
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For more information on the Black Creek Conservation Project, please check out our website at:
<http://www.bccp.ca/>