



SKEENA DIVERSITY SOCIETY: JOB POSTING

Diversity Health Fair Coordinator

PART-TIME CONTRACT POSITION - January 15 - May 31, 2012

Are you an energetic, multi-tasking, highly motivated person who enjoys working with others? We are looking for someone to plan, organize and deliver a diversity health fair to bring together organizations from health, wellness and safety fields, and provide information about their services to our multi-ethnic, multi-linguistic community.

The successful applicant will have:

- strong organizational skills in marketing and event coordination
- an excellent knowledge of the community
- experience working with the media
- experience in or knowledge of health access issues
- strong computer knowledge and skills
- excellent written and oral communication skills
- the ability to work well with others
- the ability to work independently and as part of a team
- the ability to work well in a non-profit volunteer environment and fulfill the requirements of the Board

Please submit your resume, cover letter and two references *no later than Saturday, January 7, 2012.*

Email: info@skeenadiversity.com

Mail: Skeena Diversity Society, P.O. Box 665, Terrace, BC V8G 4B8

Drop off: Skeena Diversity Centre, 4617 Lazelle Avenue, Terrace

Further information online at www.skeenadiversity.com.

We appreciate your interest but only short-listed applicants will be contacted.

