

## Hiring Summer Positions

Habitat for Humanity Peterborough & Kawartha Region will be hiring a total of 11 individuals aged 15 – 30 for the 2021 spring/summer season. We are currently looking to fill the following positions with support from the Canada Summer Jobs program:

### Marketing Assistant (1 position available)

**Type:** Seasonal position (8 weeks) 35 hours/week

**Salary:** \$14.25/hour

**Start Date:** June 1, 2021

**Location:** Peterborough North ReStore – 300 Milroy Drive, Peterborough

#### JOB PURPOSE

The ReStore is a social enterprise proudly owned by Habitat for Humanity Peterborough & Kawartha Region that works to build strength, stability, and self-reliance through shelter. The ReStore is an amazing place to shop for used home décor, furniture, appliances, antiques, paintings, used kitchens, doors, and more. Every visit to the ReStore is different, and every purchase helps support safe, decent, and affordable home building projects in your community.

This is a great opportunity for 1 individual to be a part of a positive retail experience and social enterprise, and gain valuable customer service, communication, and digital technology skills that they can transfer to any job. Under the supervision of the ReStore Manager, the Marketing Assistant will be supporting a variety of marketing and communication tasks including:

- Displaying and photographing ReStore products
- Writing product descriptions
- Listing products for sale on the Habitat ReStore's new online website
- Assisting in promoting products in promoting products for sale over social media channels
- Answering customer inquiries and requests for purchases and contactless curbside pickup requests
- Developing content for a weekly ReStore newsletter
- Generating sales
- Safeguarding and learning organization brand standards
- Maintaining consistent and safe store standards, including COVID-19 protocols
- Ensuring a positive ReStore experience for all

## WHAT YOU BRING

- Relevant sales and marketing experience is an asset
- Experience using social media and scheduling tools
- Proven skills in creative writing
- Ability to take clear photographs for marketing purposes
- Be a good team player
- Friendly and outgoing
- Excellent customer service and communication skills
- Criminal record check required
- Available to work a variety of shifts from Monday to Sunday, including weekends

**This position is funded by the Government of Canada through the Canada Summer Jobs program, and thus candidates must meet the following eligibility criteria:**

- Be between 15 and 30 years of age at the start of the employment;
- Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act 31; and,
- Be legally entitled to work in Canada in accordance with relevant provincial/territorial legislation and regulations

## HOW TO APPLY

Interested candidates are asked to forward their resume and cover letter to [hr@habitatpkr.ca](mailto:hr@habitatpkr.ca) as-soon-as-possible **stating the job title in the subject line.**

Habitat for Humanity Peterborough & Kawartha Region is an inclusive employer and is seeking someone who is willing to contribute to a larger mission. Only candidates selected for an interview will be contacted.