



715 George St. North
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Contract Employment Opportunity at Trent Radio
APPLICATION DEADLINE: Monday May 6th 2019 @ HIGH NOON
Summer Operations & Information Manager

Terms SOIM #1: Employment Period - Start: Monday, 13May Finish: Friday, 06Jul. (8 weeks)

Terms SOIM #2: Employment Period - Start: Monday, 24Jun Finish: Friday, 17Aug. (8 weeks)

Pay Rate: \$14 hour, plus 4% vacation pay, plus statutory benefits. 35hrs/week

Flexible schedule required, evening and weekend shifts/assignments anticipated.

Eligibility:

The position is funded through Canada Summer Jobs, and the successful application must meet the following criteria in order to be eligible for the funding:

- a) is between 15 and 30 years of age (inclusive) at the start of employment;
- e) is a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act (International students are not eligible) and;
- f) is legally entitled to work according to the relevant provincial / territorial legislation and regulations.

Role & Responsibilities: The Summer Operations & Information Manager (SOIM) will be responsible for the general day-to-day operations, the facilitation of special projects, and promotion of community events during Trent Radio's Summer Broadcast Season. The SOIM will enhance outreach to Peterborough Community residents and service organisations by producing local content to highlight regional activity and events. The SOIM will also act as a liaison for programmers and on-site guests by assisting with technical operations, organising production schedules, and modifying physical and technological barriers for persons with disabilities and exceptionalities as required for the production of Community Radio. Outreach will specifically include coverage and promotion of summer festivals and events in the Peterborough Region to highlight the volunteers and staff working behind the scenes, as well as featuring the event activity and element of community celebration found in the crowds. Specific festivals, events and community celebrations will include: the New Canadians Centre – Multicultural Canada Day Celebrations (01 July); 4th Line Theatre Season; Peterborough PULSE; Hootenanny on Hunter Street; Peterborough Music Fest; Peterborough EX Agricultural Fair; and other significant events as discovered and determined by the SOIM to promote Peterborough as a vibrant and attractive place to live, stay and work to visitors and newcomers.

Deadline for application: Monday May 6th @ HIGH NOON.

Hard Copy Applications Only - Resumes with a Cover Letter including references may be mailed to:

Trent Radio, 715 George Street, North, Peterborough, ON K9H 2T3

or brought to Trent Radio House, 715 George Street North, and dropped in the letterbox.

Applications should be marked "Attn: CSJ 2019 Hiring Committee".

Familiarity of Trent Radio's mission and operations will be considered an asset.

Please read "Trent Radio Summer Plan 2019" <http://www.trentradio.ca/19sumpln.pdf>

Selected candidates will be contacted on Tuesday May 7th to arrange interviews.