



Education Outreach Program Coordinator

Tasks and Responsibilities:

The Education Outreach Assistant will work in a team-oriented environment contributing to the general administration and development of programs designed to increase the education, service, volunteer, and audience participation in the annual Mission Folk Music Festival by under-represented populations of the greater Fraser Valley. Specifically, the student will work on the following special projects:

- a) Assist with the development and implementation of community-wide cultural outreach program (June) designed specifically to identify local under-represented groups involved in community cultural programming including BIPOC communities. Work with the Volunteer Coordinator/Outreach committee to assist in/implement outreach strategies that engage community groups and individuals representing the diversity (ethnic, geographic, educational, and economic status) of the region;
- b) Assist with outreach tasks to highlight engagement and activities (meeting plans, community event support, regional tabling/promotional opportunities);
- c) Support work and development of reconciliation activities within the greater community as they intersect with the activities and events of MFMFS;
- d) Assist with volunteer and partner communications and events including providing event support at Festival weekend to identified communities and their members;
- e) Support community celebrations to include community events, Markets in the Park, Twilight Concert Series;
- f) Other tasks and responsibilities as assigned including database entry, and post-event follow up: event review/report, community engagement review, and gratitude activities.

Hourly wage rate: \$18.00

Number of weeks: 9

Number of hours per week: 30

Anticipated start date: June 5, 2023

To apply:

Please email your resume and cover letter to info@missionfolk.ca. Positions will remain open until filled.