

Employment Opportunity

Community Engagement Liaison

The P. R. Community & Student Association invites applications to fill a vacancy in the position of **Community Engagement Liaison**, available at Sadleir House in Peterborough, Ontario. Sadleir House is an independent, non-profit educational facility owned by the students of Trent University and shared with the community as a whole.

The successful candidate will be responsible for outreach to the Trent community (especially Trent student groups) under the direction of the Steward and Convenor. The Community Engagement Liaison will oversee our Jolly Hangman Pub Nights, participation in campus outreach such as Clubs & Groups Days, supporting skill development in event planning and promotion, and forms an essential part of the Sadleir House team.

All Sadleir House staff are expected to aid with day-to-day operations of the facility, including occasional cleaning.

Qualifications:

Event planning experience;
Knowledge of Trent University;
SmartServe certification and bar service experience;
Enthusiasm in fostering community activity.

Term & Compensation

8 month contract starting September 2017
\$14.30/hr based on a 15 hour work week

Method of Application

Quoting job number ye17-liaison, please submit a resume, cover letter, and the names of at least two reference to:

Hiring Committee

751 George St. N., Peterborough, Ontario, K9H 3T2 (info@prcsa.ca)

If submitting electronically, please use PDF format (single file)

Deadline for applications: 13 September 2017, 5pm

We appreciate all applications, but only those successful in securing an interview will be contacted.

More information about Sadleir House can be found at www.sadleirhouse.ca

