



Regional Coordinator - Job Description

Job Title: Regional Coordinator

Reports to: Kootenay Collaboration Network - Steering Committee (and BC Council for International Cooperation).

Remuneration: \$25/hour and roughly 30 hours a month. The work extends over 10 or so months of the year, usually not including July, August, and the holidays of December.

Position Summary:

The Regional Coordinator (RC) is the sole contracted person for KCN and is responsible to the Steering Committee (SC) to ensure it meets its goals: to support environmental and social justice, and create supportive alliances with those organizations that support the same goals. The position is a part-time contract. The Steering Committee is comprised of unpaid volunteers.

Ideal Qualifications and Skill Sets

Experience with event planning & event promotion.

Experience with networking: ability to work effectively, cultivate and maintain relationships with a variety of groups, youth, volunteers, professionals, politicians and community members.

Able to leverage social media to promote events as well as establish ongoing relational capacity.

Proven organizational skills.

Proven financial budgeting skills.

Excellent interpersonal, verbal and written communication skills.

Leadership skills.

An interest in social and environmental issues.

Access to a vehicle and to a computer

Application submissions due: March 31, 2019

Please submit: A current resume with references and cover letter by email to kootenaycollabnetwork@gmail.com to the KCN

KCN Network Dinner Nov 2018

