



## **Marketing Coordinator: HumanKind Gifts, De Mazenod Door Outreach**

[Humankind Gift Store](#), a ministry of [De Mazenod Door Outreach](#), is currently seeking an energetic and caring individual for the summer contract position of **Marketing Coordinator**.

De Mazenod Door Outreach is a ministry of St. Patrick Catholic Church, located in Hamilton's inner city, and is a Canadian registered charity and non-profit organization. Through loving compassion and faith in action, De Mazenod Door Outreach serves to improve and empower the lives of people who are marginalized in our community, who are often living in poverty and unhoused, and coping with chronic illnesses, addictions, disabilities and other challenges.

Working collaboratively with staff and volunteers, the successful candidate for this position will work to promote the Humankind gift store and its mission to provide funding for De Mazenod Door Outreach. The Marketing Coordinator position is best suited for a creative innovator with previous marketing and social media experience who is eager to join a team that has a passion for making a difference.

### **Duties/ Responsibilities:**

- Work with community partners to grow the store's brand awareness
- Actively update the store's social media accounts
- Highlight new inventory and seasonal items to customers
- Develop promotional strategies to increase sales
- Contribute articles and photos to monthly newsletter
- Plan workshops and special events
- Follow policies and procedures of the organization, and Diocese of Hamilton, including confidentiality
- Attend and complete all necessary training as required for the position

### **Qualifications:**

- Excellent interpersonal and communication skills
- Ability to work independently
- Works effectively with and demonstrates respect for others
- Excellent time management and organization skills – ability to prioritize multiple tasks and deadlines
- Previous retail work experience is an asset
- Passion for photography and ability to proactively manage social media accounts
- The successful candidate will be required to provide a Criminal Records and Judicial Matters Check (not required for applicants under the age of 18)

**Hours:**

- 8-week contract starting July 3, 2023: 40 hours per week including some weekends
- \$17.20 per hour

As this is a Canada Jobs Summer Employment Program opportunity, applicants must be between the ages of 15-30 years old at the start of employment, be a Canadian Citizen, permanent resident or person to whom refugee protection has been conferred and be legally entitled to work in Canada.

Please submit your resume with a cover letter summarizing your experience for this position to [jobs@demazenod-door.ca](mailto:jobs@demazenod-door.ca) by **Monday, June 19, 2023 at 4pm**

Please include “**Marketing Coordinator**” in the subject line.

We thank all applicants for their interest. Only candidates selected for an interview will be contacted.