



FRONTENAC



The Corporation of the County of Frontenac is comprised of four departments: Fairmount Home, Corporate Services, Planning & Economic Development, and Emergency & Transportation Services, which includes Frontenac Paramedic Services, the Frontenac-Howe Islander Ferry, and Emergency Management. Geographically, Frontenac County encompasses four Townships – North, Central, South, and Frontenac Islands. Almost 4,000 square kilometres from the northern most tip to the Islands, Frontenac’s landscape and communities are richly diverse.

Job Posting:	Digital Marketing Summer Student – 16 weeks
Competition #: CS-19-004	Posting Period: February 11 – February 24, 2019
Wage Rate: \$14.00 per hour	Employee Group: Planning & Economic Development
Position Summary:	
The Digital Marketing Summer Student will assist the Economic Development team with the development and implementation of several digital marketing campaigns focused on Economic Development and Tourism efforts. Responsibilities will include the development of content including writing, photography and video for the web, development of social media efforts to promote the content of each campaign, and reporting to staff and advisory committees on the impact of each campaign. The selected candidate will work closely with the Manager of Economic Development, the Community Development Officer, and the Communications Officer on these initiatives.	
Education & Experience:	
<ul style="list-style-type: none"> • An individual currently enrolled in or completion of post-secondary education in Communications, Marketing, Business/Public Administration, Tourism/Hospitality or a related field is preferred • Experience with the use of various social media platforms (specifically Facebook, Twitter, Instagram) and strategies with each medium or campaign purposes in using corporate social media to spread a message • As per the Youth Employment Strategy, includes all individuals between 15 - 30 years of age, and is no longer restricted to students 	
Key Knowledge, Skills & Abilities:	
<ul style="list-style-type: none"> • Demonstrated ability to create well designed brochures, posters and other physical marketing materials to assist with marketing campaigns • Demonstrated ability to capture and manipulate digital images and video for use on websites and social media • Ability to write for the website using concise, clear language with appropriate use of grammar and punctuation • Demonstrated ability to produce appropriate reports using google analytics and other reporting tools associated with social media • Ability to adhere to confidentiality while exhibiting discretion and good judgement • Strong verbal and written communication skills, with the ability to work independently and collaboratively • Demonstrated ability to be a team player who is able to establish and maintain effective working relationships • Basic computer proficiency using Microsoft Office Suite of products including Word, Excel, Access and Outlook • Understanding of the County of Frontenac’s, diverse communities, attractions and tourism experiences • Satisfactory Criminal Reference Check for external candidates if hired, must be an original copy, current within the last six months 	
<p>Please submit your cover letter and resume in one document outlining your skills and qualifications as they relate to the position, quoting the competition # by email to:</p> <p>Candace Keller, Human Resources Generalist humanresources@frontenacounty.ca</p>	

The County of Frontenac is an equal opportunity employer. Information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Accessibility accommodations are available for all parts of the recruitment process and applicants must make their needs known in advance.

Launch Your Career #inFrontenac

