

## We're Recruiting For A...

# Student Marketing Events & Engagement Officer (Summer)

Confederation Centre of the Arts is at the heart of arts, culture, and community on Prince Edward Island. We bring performances, exhibitions, and engaging programs to people from across the province and beyond. This summer, we're looking for an enthusiastic and outgoing individual to help spread the word and engage with our community in fun and dynamic ways!

The Marketing Events & Engagement Officer (Summer) reports to the Director of Marketing and the Sales Manager. You'll be the face of our organization at our events, festivals, community events, and high-traffic locations across PEI. You'll drive our Centre Summer Cruiser—a branded event vehicle—delivering marketing materials to tourism partners, implementing contests, engaging with audiences, and creating excitement about our programming. If you love meeting people, being outdoors, and working in a fast-paced environment, this is the perfect summer job for you!

**Please Note: Applicants must be attending a post-secondary institution full time in the fall of 2025, including off-Island schools. International student applicants must be attending post-secondary education full-time on-Island, living on PEI full-time over the summer, and be eligible to work on PEI.**

### Responsibilities include but are not limited to:

#### Event Activation & Community Engagement:

- Represent our organization at festivals, markets, and pop-up events across the island.
- Set up and manage branded booths, interactive displays, and promotional activations.
- Engage with the public, answer questions, and distribute promotional materials.

#### Marketing & Brand Awareness:

- Drive the Centre Summer Cruiser to key locations, ensuring high visibility for our campaigns.
- Deliver and restock marketing materials at partner locations, businesses, and venues.
- Manage remote contesting implementation
- Capture social media content (photos/videos) and share updates from events.

#### Event Support & Logistics:

- Assist with on-site event logistics, including set-up and tear-down of booths and signage.
- Coordinate with the marketing team to ensure smooth execution of outreach plans.
- Maintain the Centre Summer Cruiser's cleanliness, branding materials, and supply inventory.
- Supporting other Marketing and Communications and Community Engagement activities.

### What We're Looking For:

- Candidates entering or returning to post-secondary programs in marketing, communications, event management, sales, hospitality management, or similar programs.
- A valid driver's license (Class 5) and a clean driving record, with abstract provided.
- Experience in events, marketing, promotions, or customer service.
- A very friendly, outgoing personality and a passion for engaging with people.
- Strong communication skills and comfort speaking with the public.



CONFEDERATION CENTRE OF THE ARTS  
CENTRE DES ARTS DE LA CONFÉDÉRATION

145, rue Richmond,  
Charlottetown Î.-P.-É.  
Canada C1A 1J1

[confederationcentre.com](http://confederationcentre.com)

145 Richmond Street T (902) 628.1864  
Charlottetown P.E.I. F (902) 566.4648  
Canada C1A 1J1

- A self-starter who takes initiative and works well independently.
- Ability to lift and carry event materials (boxes of brochures, festival tents, signage, giveaways, etc.).

#### What We Offer

- A fun, active, and social summer job in an exciting arts and culture environment.
- The chance to travel across PEI, attend festivals, and be part of memorable summer experiences.
- Hands-on experience in marketing, events, and brand engagement—great for future careers in promotions, public relations, and the arts.
- Competitive hourly wage.

### How To Apply

Interested candidates should submit their résumé and covering letter, detailing their qualifications as they relate to the position, to the attention of John Mooy, Director of Human Resources, by email at [careers@confederationcentre.com](mailto:careers@confederationcentre.com) or hard copy during regular business hours at the Security Desk of the Administration Offices located at 145 Richmond Street in Charlottetown.

Confederation Centre of the Arts is committed to promoting a diverse workplace culture. We encourage applications from the BIPOC community, persons with disabilities, and other under-represented groups. Where requested, we will provide accommodation to candidates for all aspects of the recruitment and selection process.

**Closing Date: May 16, 2025**

Posted Date: April 30, 2025

Title: Marketing Events & Engagement Officer (Summer)

Wage: \$18/hour dependent on qualifications.

This is a temporary full-time, hourly summer position, tentatively slated to begin Mon May 26 to Fri Aug 22, 2025 (13 Weeks); around the Centre weekdays to start, then Fri-to-Tues or Sat-to-Wed summer schedule to accommodate summer weekend activities. Flexibility is required.