



Camp Ooch & Camp Trillium

Job Posting: Coordinator, Multimedia & Design

A diagnosis of childhood cancer changes life in an instant. For affected children and families, it can suddenly feel like everything is about cancer.

Camp Ooch & Camp Trillium (merged in 2020) offers a different journey, where kids with cancer can just be kids, and families connect with a community of strength and support when they need it the most.

So much more than a summer camp—we offer the social cure for childhood cancer. Our camp-inspired programs deliver fun, friendship, and community to children and families at no cost to them year-round, all across Ontario.

Cancer *changes* a child's life. So does camp. And so can you. Learn more at www.ooch.org.

Location: Toronto, Ontario, Canada – 464 Bathurst St. This role is currently working remotely from home. We expect this to be a hybrid work from office/work from home role in the future.

Position Summary

Reporting to the Director, MarComs & Donor Experience, the *Coordinator, Multimedia & Design* is responsible for supporting the design and multimedia activities which bring to life Camp Ooch & Camp Trillium's visual identity, and visually express the organization's brand. Key accountabilities include photography management and video production, enhancing and supporting the website and social media presence with compelling visuals, multimedia and digital design, and will include many opportunities to collaborate with other departments and support various projects across the organization.

Experience and Qualifications:

Required Criteria

- a) One or more of the following: Degree, Diploma or Certificate in Multi-Media/Graphic Design/Film & Photography, Bachelor of Arts, Bachelor of Fine Art
- b) 1 – 3 years of experience in a similar role
- c) Understanding of social media, digital marketing and design trends
- d) Understanding of the core principles of print, digital, video, and web design
- e) Ability with Adobe Creative Suite (and other relevant industry standard design software)
- f) Photography and videography skills
- g) Experienced illustrator and animator
- h) Proficiency in Outlook, Excel, Word and PowerPoint

- i) Film & photography skills with working knowledge of video and photography editing
- j) Experience with web content management systems, social media management systems and major social media platforms
- k) Web design and programming experience (HTML, CSS, JavaScript, jQuery, Wordpress)
- l) Excellent communication skills
- m) Current Ontario driver's license; insurable
- n) Current police check with vulnerable sector screening.

Advantageous Criteria

- a) Experience with HTML coding
- b) Ability to multitask and prioritize.

Personal/Professional Characteristics

Well-organized creative thinker with organizational skills and the ability to manage and prioritize multiple priorities and respond to multiple requests; enthusiastic; skilled in multiple creative software, video and social media platforms, personable with strong interpersonal skills; adaptable; attention to detail; able to work in a both an open-concept, and remote work environment.

Particular Working Conditions:

- a) The position involves evening/weekend/summer seasonal commitments and travel within Ontario
- b) In consideration of the population Camp Ooch & Camp Trillium serve, the incumbent is a non-smoker
- c) The job is performed in a generally hazard free environment and in a clean atmosphere.

Compensation & Benefits

This position offers a salary in the range of \$36,000-\$42,000, commensurate with experience, full benefits package, vacation, and professional development opportunities.

To Apply

Please send a resume and link to a portfolio of creative work and/or videos/photos to **careers@ooch.org** with the email subject reading **2021023 – Coordinator, Multimedia Design**.

We will expect to commence screening applicants the week of June 28, 2021, with a targeted start date in August 2021. This posting will remain open until filled. Only applicants selected for an interview will be contacted. For more information about Camp Ooch & Camp Trillium, please visit www.ooch.org - No phone calls please.

Equal Employment Opportunity

Camp Ooch & Camp Trillium invites applications from all qualified individuals. We are committed to employment equity and diversity in the workplace and welcomes applications from women, visible minorities, indigenous people, persons with disabilities, and persons of any sexual orientation or gender identity. In accordance with Canadian Immigration requirements, priority will be given to Canadian citizens and permanent residents.

Accessibility

Upon request, Camp Ooch & Camp Trillium will provide to applicants with disabilities, accommodations that take into account the applicants' accessibility needs, in order to facilitate participation in the recruitment, assessment, selection and hiring stages.